

**Task Order
GSQ0014AJ0068**

Issued to:

A-T Solutions

UNDER BPA GS00Q14AJA0001

Counter Improvised Explosive Device (CIED) Training Support

in support of:

**Joint Counter IED Integration Training Program (JCITP)
Marine Corps Engineer School**

Special Item Number(s):

MOBIS Schedule 874: SIN 1 (Integrated Consulting Services); SIN 4 (Training Services); SIN 5 (Ancillary Supplies and/or Services); SIN 7 (Integrated Business Program Support Services); SIN 9 (Off-the-Self Training Devices and Training Materials and Simulation Training Devices).

Schedule 84: SIN 426 6 (Law Enforcement and Security Training) and SIN 426 4E (Bomb Disposal and Hazardous Material Protective and Detective Equipment); SIN 426 1000 (Ancillary Supplies and/or Services).

IT Schedule 70: SIN 132-8 (Purchase of New Equipment).

Schedule 56: SIN 361 30 (Ancillary Services relating to Pre-Engineered/Prefabricated Buildings and Structures); SIN 361 32 (Installation and Site Preparation for Pre-Engineered/Prefabricated Buildings and Structures); SIN 563 98 (Ancillary Services related to Building Materials/Supplies).

Schedule 51V: SIN 550 001 (Tools Powered); SIN 613 001 (Tools, Non-Powered); SIN 105 001 (Hardware Store, Home Improvement Center).

The Contractor's Basic GSA Schedule contract is applicable to the Task Order that is awarded under this RFQ Conducted under FAR 8.4. Do not intend to use FAR 15 principles.

Issued by:

**General Services Administration
Federal Systems Integration and Management Center (FEDSIM)
1800 F Street, NW
Suite 3100 (QF0B)
Washington, D.C. 20405**

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

1.1 GENERAL

The work shall be performed in accordance with all Sections of this TO, the JCITP BPA and the contractor's Basic Schedule Contract(s). This requirement is categorized as a non- urgent need. Applicable BPA submission requirements for Non-urgent needs apply: IAW BPA Section 6.5.2.

1.1.1 ORDER TYPES

The contractor shall perform the effort required by this TO on a Firm-Fixed-Price (FFP) basis for Contract Line Item Numbers (CLINs) 0001, 1001, 2001, 0002, 1002, 2002, 0003, 1003, and 2003; on a Time and Material (T&M) basis for CLINs 0004, 1004, 2004, 0005, 1005 and 2005; and an Not-to-Exceed (NTE) basis for CLINs, 0005AA, 1005AA, 2005AA, 0006, 1006, 2006 and X007.

1.1.2 SERVICES AND PRICES/COSTS

Long distance travel is defined as travel over 50 miles from the primary duty station(s) as listed in Section 5.2. Local travel will not be reimbursed.

The following abbreviations are used in this price schedule:

CLIN Contract Line Item Number

SLIN Sub-Contract Line Item Number

FFP Firm-Fixed-Price

NTE Not-to-Exceed

ODC Other Direct Cost

T&M Time-and-Materials

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

1.1.2.1 BASE PERIOD: 12 MTHS: 29 September 2014 to 28 September 2015

FFP CLINs

CLIN	Description	QTY	Unit	Total Firm Fixed Price
0001	Program Management (Task 1)	12	Month	\$442,099
0002	Mandatory TASK 2: SUBTASK 1: MLF TRAINING EXERCISES	63,497	Student	\$3,723,269

SLIN	COURSE	Quantity	Unit cost	Extended FFP
0002AA	MLF-1	(b) (4)		
0002AB	MLF-1 OCONUS			
0002AC	MLF-2			
0002AD	MLF-2 OCONUS			
0002AE	MLF -3A			
0002AF	MLF-3A OCONUS			
0002AG	MLF -3B			
0002AH	MLF-3B OCONUS			
0002AJ	MLF -3C			
0002AK	MLF-3C OCONUS			
0002AL	MLF-4A			
0002AM	MLF-4A OCONUS			
0002AN	MLF-4B			
0002AP	MLF-4B OCONUS			
0002AQ	MLF-6			
0002AR	MLF-6 OCONUS			
0002AS	MLF-7			
0002AT	MLF-7 OCONUS			
0002AU	MLF-9			
0002AV	MLF-9 OCONUS			

CLIN	Description	QTY	Unit	Total Firm Fixed Price
0003	Optional: TASK 2: SUBTASK 1: MLF TRAINING EXERCISES	27,215	Student	\$1,603,702

SLIN	COURSE	(b) (4)		
0003AA	MLF-1			
0003AB	MLF-1 OCONUS			
0003AC	MLF-1 OCONUS			
0003AD	MLF-2			

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0003AE	MLF-2 OCONUS	(b) (4)
0003AF	MLF-2 OCONUS	
0003AG	MLF -3A	
0003AH	MLF-3A OCONUS	
0003AJ	MLF-3A OCONUS	
0003AK	MLF -3B	
0003AL	MLF-3B OCONUS	
0003AM	MLF-3B OCONUS	
0003AN	MLF -3C	
0003AP	MLF-3C OCONUS	
0003AQ	MLF-3C OCONUS	
0003AR	MLF-4A	
0003AS	MLF-4A OCONUS	
0003AT	MLF-4A OCONUS	
0003AU	MLF-4B	
0003AV	MLF-4B OCONUS	
0003AW	MLF-4B OCONUS	
0003AX	MLF-6	
0003AY	MLF-6 OCONUS	
0003AZ	MLF-6 OCONUS	
0003BA	MLF-7	
0003BB	MLF-7 OCONUS	
0003BC	MLF-7 OCONUS	
0003BD	MLF-9	
0003BE	MLF-9 OCONUS	
0003BF	MLF-9 OCONUS	

T&M LABOR CLIN

CLIN	Description	Total Hours	Total NTE Ceiling
0004	Task 2: SUBTASK 2: AD – HOC SPECIALIZED TRAINING	16,344	\$1,155,168

Labor Category from BPA for Task 2: Subtask 2	Hours	Hourly Rate
Subject Matter Expert I	(b) (4)	
Subject Matter Expert II		
Tactical Operations SME & Training Specialist		
EOD SME & Training Specialist		

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

EOD SME & Master Training Specialist, Senior	(b) (4)	
EOD Master Training Specialist, Master		
TOTAL HOURS	16,344	

0005	TASK 3: ANCILLARY TRAINING AND TECHNICAL SUPPORT	24,240	\$1,702,800
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Labor Category from BPA for Task 3	(b) (4)	
Program Control Analyst		
Subject Matter Expert I		
Subject Matter Expert II		
Tactical Operations SME & Training		
EOD SME & Training Specialist		
EOD SME & Master Training Specialist		
Instructional Designer		
Administration Assistant, Senior		
TOTAL HOURS	24,240	

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

T&M MATERIAL CLIN

SLIN	Description		Total Ceiling Price
0005AA	Materials	NTE	\$500,000

NTE TRAVEL CLIN

CLIN	Description		Total Ceiling Price
0006	Long Distance Travel	NTE	\$ 2,097,078

SUBTOTAL BASE PERIOD FFP CLINs: **\$ 5,769,070**

SUBTOTAL BASE PERIOD T&M CLINs (Labor & Materials): **\$ 3,357,968**

SUBTOTAL BASE PERIOD NTE TRAVEL CLIN: **\$ 2,097,078**

TOTAL BASE PERIOD CLINs: **\$11,224,116**

NOTES:

1. CLINs 0002, 1002, 2002 & CLIN 0003, 1003, 2003 represent with the total firm fixed price for conducting standardized MLF training course at the indicated total student quantity. The total price is fixed at the total student quantity listed. The total CLIN FFP shall consist of the FFP unit cost per student per SLIN. The total FFP shall include all costs the contractor anticipates will be necessary to successfully train the total quantity of students indicated to include: Labor, Materials, and Consumables. The monthly invoices will reflect a price based upon the actual number of students trained during the invoice period.

1.1.2.2 FIRST OPTION PERIOD: 12 MTHS: 29 September 2015 to 28 September 2016

FFP CLINs

CLIN	Description	QTY	Unit	Total Firm Fixed Price
1001	Program Management (Task 1)	12	Month	\$ 443,270
1002	Mandatory: Task2: SUBTASK 1: MLF TRAINING EXERCISES	63,497	Student	\$3,457,640

SLIN	COURSE	Quantity	Unit cost	Extended FFP
1002AA	MLF-1	(b) (4)		
1002AB	MLF-1 OCONUS			

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

1002AC	MLF-2	
1002AD	MLF-2 OCONUS	
1002AE	MLF -3A	
1002AF	MLF-3A OCONUS	
1002AG	MLF -3B	
1002AH	MLF-3B OCONUS	
1002AJ	MLF -3C	
1002AK	MLF-3C OCONUS	
1002AL	MLF-4A	
1002AM	MLF-4A OCONUS	
1002AN	MLF-4B	
1002AP	MLF-4B OCONUS	
1002AQ	MLF-6	
1002AR	MLF-6 OCONUS	
1002AS	MLF-7	
1002AT	MLF-7 OCONUS	
1002AU	MLF-9	
1002AV	MLF-9 OCONUS	

(b) (4)

CLIN	Description	QTY	Unit	Total Firm Fixed Price
1003	Optional: Task 2: SUBTASK 1: MLF TRAINING EXERCISES	27,215	Student	\$1,489,736

SLIN	COURSE	Quantity	Unit cost	Extended FFP
1003AA	MLF-1			
1003AB	MLF-1 OCONUS			
1003AC	MLF-1 OCONUS			
1003AD	MLF-2			
1003AE	MLF-2 OCONUS			
1003AF	MLF-2			

(b) (4)

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

	OCONUS			
1003AG	MLF -3A			
1003AH	MLF-3A OCONUS			
1003AJ	MLF-3A OCONUS			
1003AK	MLF -3B			
1003AL	MLF-3B OCONUS			
1003AM	MLF-3B OCONUS			
1003AN	MLF -3C			
1003AP	MLF-3C OCONUS			
1003AQ	MLF-3C OCONUS			
1003AR	MLF-4A			
1003AS	MLF-4A OCONUS			
1003AT	MLF-4A OCONUS			
1003AU	MLF-4B			
1003AV	MLF-4B OCONUS			
1003AW	MLF-4B OCONUS			
1003AX	MLF-6			
1003AY	MLF-6 OCONUS			
1003AZ	MLF-6 OCONUS			
1003BA	MLF-7			
1003BB	MLF-7 OCONUS			
1003BC	MLF-7 OCONUS			
1003BD	MLF-9			
1003BE	MLF-9 OCONUS			
1003BF	MLF-9 OCONUS			

(b) (4)

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

T&M LABOR CLIN

CLIN	Description	Total Hours	Total NTE Ceiling
1004	Task 2: SUBTASK 2 : AD – HOC SPECIALIZED TRAINING	16,344	\$1,180,104

Labor Category from BPA for Task 2: Subtask 2	Hours	Hourly Rate
Subject Matter Expert I	(b) (4)	
Subject Matter Expert II		
Tactical Operations SME & Training Specialist		
EOD SME & Training Specialist		
EOD SME & Master Training Specialist,		
EOD Master Training Specialist, Master		
TOTAL HOURS	16,344	

1005	TASK 3: ANCILLARY TRAINING AND TECHNICAL SUPPORT	24,240	\$1,692,000
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Labor Category from BPA for Task 3	Hours	Hourly Rate
Program Control Analyst	(b) (4)	
Subject Matter Expert I		
Subject Matter Expert II		

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

Tactical Operations SME & Training	(b) (4)	
EOD SME & Training Specialist		
EOD SME & Master Training Specialist		
Instructional Designer		
Administration Assistant, Senior		
TOTAL HOURS	24,240	

T&M MATERIAL CLIN

CLIN	Description		Total Ceiling Price
1005AA	Materials	NTE	\$500,000

NTE TRAVEL CLIN

CLIN	Description		Total Ceiling Price
1006	Long Distance Travel	NTE	\$ 2,097,078

SUBTOTAL FIRST OPTION PERIOD FFP CLINs: **\$ 5,390,646**

SUBTOTAL FIRST OPTION T&M CLINs (Labor & Materials): **\$ 3,372,104**

SUBTOTAL FIRST OPTION PERIOD NTE TRAVEL CLIN: **\$ 2,097,078**

TOTAL FIRST OPTION PERIOD CLINs: **\$ 10,859,828**

1.1.2.3 SECOND OPTION PERIOD: 12 MONTHS: 29 September 2016 to 28 September 2017

FFP CLINs

CLIN	Description	QTY	Unit	Total Firm Fixed Price
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SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

2001	Program Management (Task 1)	12	Month	\$ 444,268
2002	Mandatory: Task 2: SUBTASK 1: MLF TRAINING EXERCISES	63,497	Student	\$3,356,442

SLIN	COURSE	Quantity	Unit cost	Extended FFP
2002AA	MLF-1	(b)	(4)	
2002AB	MLF-1 OCONUS			
2002AC	MLF-2			
2002AD	MLF-2 OCONUS			
2002AE	MLF -3A			
2002AF	MLF-3A OCONUS			
2002AG	MLF -3B			
2002AH	MLF-3B OCONUS			
2002AJ	MLF -3C			
2002AK	MLF-3C OCONUS			
2002AL	MLF-4A			
2002AM	MLF-4A OCONUS			
2002AN	MLF-4B			
2002AP	MLF-4B OCONUS			
2002AQ	MLF-6			
2002AR	MLF-6 OCONUS			
2002AS	MLF-7			
2002AT	MLF-7 OCONUS			
2002AU	MLF-9			
2002AV	MLF-9 OCONUS			

CLIN	Description	QTY	Unit	Total Firm Fixed Price
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SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

2003	Optional: Task 2: SUBTASK 1: MLF TRAINING EXERCISES	27,215	Student	\$1,445,412
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SLIN	COURSE	Quantity	Unit cost	Extended FFP
2003AA	MLF-1	(b) (4)		
2003AB	MLF-1 OCONUS			
2003AC	MLF-1 OCONUS			
2003AD	MLF-2			
2003AE	MLF-2 OCONUS			
2003AF	MLF-2 OCONUS			
2003AG	MLF -3A			
2003AH	MLF-3A OCONUS			
2003AJ	MLF-3A OCONUS			
2003AK	MLF -3B			
2003AL	MLF-3B OCONUS			
2003AM	MLF-3B OCONUS			
2003AN	MLF -3C			
2003AP	MLF-3C OCONUS			
2003AQ	MLF-3C OCONUS			
2003AR	MLF-4A			
2003AS	MLF-4A OCONUS			
2003AT	MLF-4A OCONUS			
2003AU	MLF-4B			
2003AV	MLF-4B OCONUS			
2003AW	MLF-4B OCONUS			
2003AX	MLF-6			
2003AY	MLF-6 OCONUS			

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2003AZ	MLF-6 OCONUS	(b) (4)		
2003BA	MLF-7			
2003BB	MLF-7 OCONUS			
2003BC	MLF-7 OCONUS			
2003BD	MLF-9			
2003BE	MLF-9 OCONUS			
2003BF	MLF-9 OCONUS			

T&M LABOR CLIN

CLIN	Description	Total Hours	Total NTE Ceiling
2004	Task 2: SUBTASK 2 : AD – HOC SPECIALIZED TRAINING	16,344	\$1,180,104

Labor Category from BPA for Task 2: Subtask 2	Hours	Hourly Rate
Subject Matter Expert I	(b) (4)	
Subject Matter Expert II		
Tactical Operations SME & Training Specialist		
EOD SME & Training Specialist		
EOD SME & Master Training Specialist,		
EOD Master Training Specialist, Master		
TOTAL HOURS	16,344	

2005	TASK 3: ANCILLARY	24,240	\$1,695,840
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SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

	TRAINING AND TECHNICAL SUPPORT		
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Labor Category from BPA for Task 3	Hours	Hourly Rate
Program Control Analyst	(b) (4)	(b) (4)
Subject Matter Expert I		
Subject Matter Expert II		
Tactical Operations SME & Training		
EOD SME & Training Specialist		
EOD SME & Master Training Specialist		
Instructional Designer		
Administration Assistant, Senior		
TOTAL HOURS	24,240	

T&M MATERIAL CLIN

CLIN	Description		Total Ceiling Price
2005AA	Materials	NTE	\$500,000

NTE TRAVEL CLIN

CLIN	Description		Total Ceiling Price
2006	Long Distance Travel	NTE	\$ 2,097,078

SUBTOTAL SECOND OPTION PERIOD FFP CLINs: **\$ 5,246,122**

SUBTOTAL SECOND OPTION T&M CLINs (Labor & Materials): **\$ 3,375,944**

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

SUBTOTAL SECOND OPTION PERIOD NTE TRAVEL CLIN: \$ 2,097,078

TOTAL SECOND OPTION PERIOD CLINs: \$10,719,144

NTE ODC CLIN POP 29 September 2014 to 28 September 2017

CLIN	Description		Total Ceiling Price
X007	ODCs (for the entire life of the order)	NTE	\$3,000.00

GRAND TOTAL FFP CLINs	\$16,405,838
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GRAND TOTAL T&M CLINs	\$10,106,016
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GRAND NTE CLINs	\$ 6,294,234
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GRAND TOTAL ALL CLINs: \$32,806,088

1.2 LABOR RATES

All labor categories and rates must be available in the contractors BPA. Only the rates specified in the contractor's quote shall be incorporated into this TO. Any additional labor categories required during performance must be added to the BPA first, if not already available, and then to this TO by modification.

1.3 INDIRECT/MATERIAL HANDLING RATE

Indirect handling rates do not apply to this TO. Indirect handling rates do not apply to items purchased via the FAR 51 Deviation. Travel and ODC costs incurred shall not be burdened with the contractor's indirect/material handling rate.

1.4 LIMITATION ON OTHER DIRECT COSTS

ODC costs incurred on GSA Schedule TOs are limited to a maximum of \$3,000 over the life of the TO. Products/services covered by the ODC CLIN are defined as supplemental open market items. Supplemental items that are covered by GSA Schedules shall be purchased under the Materials T&M CLIN. Items to be purchased by the contractor that are not within the contractor's, or its established CTA, supply schedule shall utilize the FAR 51 deviation. More information on the FAR 51 deviation and the Materials CLINs is located in Section 9 – List of Attachments. (Attachment I).

1.5 TIME & MATERIAL (T&M) LABOR MIX AND LEVEL OF EFFORT

SECTION 1 - SUPPLIES OR SERVICES AND PRICE/COSTS

The labor mix and level of effort specified in the contractor's proposal and incorporated into this order are for estimation purposes. The contractor may re-allocate the number of hours by labor category within the labor CLIN as needed to effectively manage the project, provided the total funded labor cost and/or total NTE Ceiling are not exceeded. Any allocation within the labor category that exceed the total proposed hours for that labor category by 15percent, but does not exceed the funded labor cost and/or total NTE Ceiling, shall receive written approval of the Federal Systems Integration and Management Center (FEDSIM) Contracting Officer's Representative (COR). Any additional labor categories or increases to total hours required during performance must be approved by the Contracting Officer (CO) and added to the TO by modification.

1.6 INCREMENTAL FUNDING

1.6.1 INCREMENTAL FUNDING LIMITATION OF GOVERNMENT'S OBLIGATION

Incremental funding for CLINs X001 through X007 is currently allotted and available for payment by the Government. Additional incremental funding for these CLINs will be allotted and available for payment by the Government as the funds become available. The estimated period of performance covered by the allotments for the mandatory CLINs is from award through twelve months base period, unless otherwise noted in Section 1. The TO will be modified to add funds incrementally up to the maximum of the awarded ceiling. These allotments constitute the estimated cost for the purpose of Federal Acquisition Regulation (FAR) Clause 52.232-22, Limitation of Funds, which applies to this TO on a CLIN-by-CLIN basis. An incremental funding chart will be provided at award. All incrementally funded CLINs will be funded in accordance with DFARS clause 232.703-1.

CLIN	DESCRIPTION	TOTAL PRICE/COST	TOTAL FUNDED AMOUNT
0001	Program Management	\$442,099	\$442,099
0002	Mandatory Task 2 MLF Training Class	\$3,723,269	\$3,723,269
0004	Task 2 Ad-Hoc Training	\$1,155,168	\$1,155,168
0005	Task 3 Ancillary Training/Support	\$1,702,800	\$1,702,800
0005AA	Materials	\$500,000	\$500,000
0006	Travel	\$2,097,078	\$1,126,664
TOTAL			\$8,650,000

SECTION 2 – DESCRIPTION / SPECIFICATIONS PERFORMANCE BASED STATEMENT OF WORK

2.1 BACKGROUND

In August 2003, the Army Chief of Staff formed the Army Improvised Explosive Device (IED) Task Force to combat the escalating IED threat in Iraq. The IED Task Force reached out to various components—military, academia, and private sector—in an effort to improve intelligence gathering techniques and develop counter-IED (C-IED) technology. In February 2006, under the direction of the Secretary of Defense, the Army-led task force became the Joint IED Defense Organization (JIEDDO). The organization's charge is to leverage the experience and expertise of warfighters across the Department of Defense (DoD), focusing on three areas: 1) Attack the network (AtN), 2) Defeat the device (DtD), and 3) Train the Force. The third line of operation is directed by the Joint Center of Excellence (JCOE) and is supported by distributed centers of excellence for each of the four service branches. The distributed centers of excellence provide service specific expertise as part of the C-IED training continuum and act as a portal for support to and from other services and JIEDDO.

The JCOE propagates lessons learned throughout the DoD training venues by providing the latest and most effective C-IED measures across the full spectrum of operations during service components training phases. The training integration is structured to prepare joint forces in C-IED activities by providing the capabilities and enablers that warfighters will be exposed to and utilize while deployed. These focus areas include, but are not limited to, Subject Matter Expert (SME) replication, exercise support, individual and collective C-IED training and real-time information on current IED threats and techniques. Additionally, the JCOE supports the joint services with device fabrication, development, and integration of training doctrine and lessons learned into publication and real time updates on C-IED Tactics, Techniques and Procedures (TTPs).

As a part of JIEDDO JCOE's overall mission to propagate lessons learned throughout the DoD training venues, management and coordination of the Marine Corps Engineer Schools (MCES) training support will be conducted through this TO. For more than 50 years, the MCES has been producing trained and qualified basic student, journeymen, chief, and officer war fighter for the operational forces. MCES is charged with supporting instruction for C-IED Training for I, II, and III Marine Expeditionary Forces (MEFs) and MARFORRES in support of the C-IED Mobile Training Cadre (MTCs), Operations, and program staff managed by the MCES. As the United States Marine Corps (USMC) proponent for C-IED and DtD training, MCES provides training to approximately 50,000 personnel annually in pre-deployment C-IED training in 10 different Master Lesson Files (MLFs).

The continued increase and evolution of enemy TTPs and IED threats makes it imperative that MCES provide relevant expertise. Content relevant C-IED training solutions must be provided to Combatant Commanders throughout all areas of strategic importance. Expertise in the following areas is mandatory:

- a. Training gap assessment
- b. Training development

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SECTION 2 – DESCRIPTION / SPECIFICATIONS PERFORMANCE BASED STATEMENT OF WORK

- c. Training delivery
- d. Training effectiveness analysis
- e. Training content relevance review

2.1.1 PURPOSE

This TO shall support the MCES with acquiring training services to include CIED individual, collective, and battle staff training. Additional services will include support in academic, explosive hazards, information technology, Doctrine, Organization, Training, Materiel, Leadership and Education, Personnel and Facilities (DOTMLPF), and program management services. These services will be performed at the following locations: Marine Corps Bases Camp Lejeune, NC; Camp Pendleton, CA; Twentynine (29) Palms, CA; Mountain Warfare Training Center (MWTC), Bridgeport, CA; Arlington, VA; Okinawa, Japan; and various contractor facilities.

2.1.2 AGENCY MISSION

JCOE is JIEDDO's lead organization for the train-the-force line of operation and is responsible for development of training capabilities that enable the services' and combatant commanders' mission of preparing U.S. forces to defeat this threat. JCOE is headquartered at the National Training Center (NTC), Fort Irwin, California. JCOE is charged with facilitating individual, collective, and unit training; validating and propagating IED defeat TTPs, lessons learned; and facilitating development, fielding, and testing of new equipment and concepts, in order to enable joint forces to proactively defeat the asymmetric threat.

2.2 SCOPE

The contractor will deliver training services to enable the MCES to support proponentcy for the engineer community and CIED in order to meet Marine Air Ground Task Force (MAGTF), Joint Service, and other Agency requirements. Mission essential tasks include the following: provide subject matter expertise to MCES to support the DOTMLPF process; coordinate and participate in Marine Corps Engineer community forums; and analyze, design, develop, implement and evaluate programs of instruction. The MCES's CIED MLFs are designed to meet training standards at the individual level and are an integral component of the Marine Corps' comprehensive CIED pre-deployment training program (PTP) and include, but may not be limited to the following: (*note: MLF numbering is not successive*)

- a. MLF 1: Individual Preparedness in an IED Environment
- b. MLF 2: Small Unit Leader Considerations for Movement in an IED Environment
- c. MLF 3A: Counter Radio Controlled IED Electronic Warfare (CREW) Operators Course
- d. MLF 3B: CREW Leader/Trainer Course
- e. MLF 3C: CREW Officer (CREWO) Course
- f. MLF 4A: Metal Detector Operators Course
- g. MLF 4B: Metal Detectors Leaders Course
- h. MLF 6: Robot Operator Training

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SECTION 2 – DESCRIPTION / SPECIFICATIONS PERFORMANCE BASED STATEMENT OF WORK

- i. MLF 7: Homemade Explosives (HME) Awareness
- j. MLF 9: Tactical Site Exploitation Course

In addition to the instructional staff, the contractor shall support the evaluation and assessment team located at Twentynine Palms, CA, and Mountain Warfare Training Center (MWTC) Bridgeport, CA. The contractor shall support Training and Education Command (TECOM) and the MCES with instructional logistics and documentation support.

All instructors shall meet the applicable skill requirements set forth by this TO. The contractor shall be required to support the maintenance of all courseware, to ensure that it remains current, relevant, and accurate.

Under this TO foreign travel will be required. Accordingly, contractor personnel will require: (1) Medical screenings, training, and immunizations (2) Passports and/or visas; (3) Government Issued Common Access Card and (4) Official Government Orders for overseas deployments. It is imperative that task transition in and out be conducted in a succinct and expedient manner for all task order requirements. Transition is of increasing importance for OCONUS support as personnel will be required to meet all requirements before travel.

2.2.1 OBJECTIVE

The objective of this TO is to provide the MCES with C-IED MLFs and overarching program of instruction (POI) training to support the deploying and currently deployed Marine forces. C-IED training will assist the Marine forces in integrating capabilities, technologies, and lessons learned in order to enable IED defeat of the enemy network. This task order will consist of a base year and two one-year option periods, with each training category subject to creation, increase, decrease, or severance of courses based on MCES training requirements.

2.3 TASKS

The contractor shall provide non-personal services, materials, and other items necessary to provide training exercise development, execution, and fabrication with logistical and program management support to the MCES. The contractor shall support curriculum and lesson plan development while coordinating with other Services and Agencies (US Army, JIEDDO, etc.) along with accessing traditional and non-traditional data repositories to ensure the latest TTPs, emerging CIED technologies, and lessons learned are propagated and incorporated for the MCES.

2.3.1 TASK 1: PROGRAM MANAGEMENT (FFP)

The contractor shall provide program management support under this TO. This includes the management and oversight of all activities performed by contractor personnel, including subcontractors, to satisfy the requirements identified in this Performance Work Statement (PWS). The contractor shall identify a Project Manager (PM) by name that shall provide management, direction, administration, quality control, and leadership of the execution of this TO.

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2.3.1.1 SUBTASK 1: COORDINATE A PROJECT KICK-OFF MEETING

The contractor shall coordinate and conduct a Project Kick-Off Meeting at the location approved by the Government. The meeting will provide an introduction between the contractor personnel and Government personnel who will be involved with the TO. The meeting will provide the opportunity to discuss technical, management, and security issues, and travel authorization and reporting procedures. At a minimum, the attendees shall include Key contractor personnel, representatives from the directorates, other relevant Government personnel, and the FEDSIM COR. The contractor shall prepare slides and/or other presentation materials (Deliverable 1) to address the following agenda at the Kick-Off Meeting:

- a. Introduction
- b. Transition – In Plan
- c. Draft QCP
- d. Resource Tracking and Status Metrics
- e. Risk Management Plan (RMP)
- f. IPT structure, membership, and charters (roles and responsibilities)
- g. Action item reporting and status

2.3.1.2 SUBTASK 2: PREPARE A MONTHLY STATUS REPORT (MSR)

The contractor PM shall develop and provide an MSR (Deliverable 2) (Section 9 - List of Attachments: Attachment B) using Microsoft (MS) Office Suite applications, by the tenth of each month via electronic mail to the Technical Point of Contact (TPOC) and the COR. The MSR shall include the following:

- a. Activities during reporting period, by task (include: on-going activities, new activities, activities completed; progress to date on all above mentioned activities). Start each Section with a brief description of the task.
- b. Problems and corrective actions taken. Also include issues or concerns and proposed resolutions to address them.
- c. Personnel gains, losses, and status (security clearance, etc.).
- d. Government actions required.
- e. Schedule (show major tasks, milestones, and deliverables; planned and actual start and completion dates for each).
- f. Summary of trips taken, conferences attended, etc. (attach trip reports to this MSR for reporting period).
- g. Accumulated invoiced cost for each CLIN up to the previous month.
- h. Projected cost of each CLIN for the current month.
- i. Status of Consent to Purchase (CTP)/ Request to Initiate Purchase (RIP) or Travel Authorization (TA) documents and materials.

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- j. List of Deliverables (title, date and classification) provided to the Government during the month
- k. For all T&M CLINs: Track hours expended versus planned for the month; and cumulative hours to date.

2.3.1.3 SUBTASK 3: CONDUCT AND ATTEND PROJECT MEETINGS

The contractor shall conduct, attend, and participate in various project- and program-related meetings. These meetings may include, but are not limited to, IPT brain storming sessions, program management reviews, technical status reviews, document reviews, and contract status reviews. Meetings shall be conducted at both the contractor and Government facilities.

- a. **CONDUCT PROGRAM MANAGEMENT REVIEW (PMR) MEETINGS:** As a part of the review, the contractor shall be prepared to explain the reasoning, assumption, and methodologies in arriving at particular conclusions, recommendations, or alternatives in the accomplishment of the tasks required by the TO. The contractor shall have Key Personnel available to support the PMR. Subcontractors shall attend PMR when required to address key elements. The contractor shall prepare the PMR agenda, minutes, and presentation material. PMRs shall be conducted no less than quarterly, however more frequent PMRs may be required. The PMR is historically attended by an average of 7- 15 total stakeholders, to include contractor personnel.
- b. **ATTEND INTEGRATED PROJECT TEAM (IPT) MEETINGS:** The contractor shall attend and participate in IPT meetings to be conducted throughout the entire TO. IPT meetings shall provide a forum suitable for maintaining a continuous interchange of ideas, issues, and to identify and resolve potential problem areas. All IPT meetings shall be documented in meeting minutes by the contractor.
- c. **CONVENE TECHNICAL STATUS MEETINGS:** The contractor PM shall convene a monthly Technical Status Meeting with the TPOC, COR, and other vital Government stakeholders. The purpose of this meeting is to ensure all stakeholders are informed of the monthly activities and MSR. Technical status meetings shall provide opportunities to identify activities, establish priorities, and coordinate resolution of identified problems or opportunities. The contractor PM shall provide minutes for each meeting to the COR within five workdays following the meeting. Meeting minutes shall include at a minimum; attendance, issues discussed, decisions made, and action items assigned.

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2.3.1.4 SUBTASK 4: PREPARE A PROJECT MANAGEMENT PLAN (PMP)

The contractor shall develop the PMP (Deliverable 3). The PMP shall reflect an understanding of all tasks and performance objectives specified in this PWS and describe an approach to satisfy these requirements. At a minimum, the Plan shall identify all contractor resources (i.e., equipment, material, supplies, and staffing plan). The contractor shall post and maintain all plans and reports on a web-based portal. The contractor shall document all support requirements in a PMP. The PMP shall:

- a. Describe the proposed management approach.
- b. Contain detailed Standard Operating Procedures (SOP) for all tasks.
- c. Include milestones, tasks, and subtasks required in this TO.
- d. Provide for an overall Work Breakdown Structure (WBS) and associated responsibilities and partnerships between Government organizations.
- e. Include the contractor's Quality Control Plan (QCP).

The contractor shall provide the Government with a draft PMP on which the Government will make comments. The final PMP (Deliverable 4) shall incorporate the Government's comments.

2.3.1.5 SUBTASK 5: UPDATE THE PROJECT MANAGEMENT PLAN (PMP)

The PMP is an evolutionary document that shall be updated annually at a minimum. The contractor shall work from the latest Government-approved version of the PMP.

2.3.1.6 SUBTASK 6: DEVELOP INTEGRATED MASTER SCHEDULE (IMS)

The contractor shall develop and maintain a time-based schedule containing the networked, detailed tasks necessary to ensure successful program execution. The IMS (Deliverable 10) shall be traceable to the PMP and/or the WBS, and the PWS tasks. The IMS shall be resource loaded to allow for schedule tracking all staff and resources, their locations, and projected tasks.

2.3.1.7 SUBTASK 7: PREPARE TRIP REPORTS

The Government will identify the need for a Trip Report (Deliverable 11) when the request for travel is submitted. The contractor shall keep a summary of all long-distance travel including, but not limited to, the name of the employee, location of travel, duration of trip, and Point of Contact (POC) at travel location.

2.3.1.8 SUBTASK 8: UPDATE QUALITY CONTROL PLAN (QCP)

The contractor shall update the QCP submitted at the Kick-Off meeting and provide a final QCP (Deliverable 9) as required in Section 5 - Deliverables or Performance. The contractor shall periodically update the QCP, as required in Section 5 - Deliverables or Performance, as changes in program processes are identified.

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2.3.1.9 SUBTASK 9: PREPARE RISK MANAGEMENT PLAN (RMP)

The contractor shall provide an RMP (Deliverable 12). The RMP shall align with the IMS and identify all perceived risk categories with defined probability and impact. Risk identification and mitigation shall be reviewed continually with required yearly updates to the RMP.

2.3.1.10 SUBTASK 10: IMPLEMENT TRANSITION-IN

The contractor shall ensure that there will be minimum service disruption to vital Government business and no service degradation during and after transition. All transition activities will be completed 60 calendar days after the formal start date of the TO. The contractor shall provide a draft Transition-In Plan (Deliverable 5) at the project Kick-Off meeting. The contractor shall implement its Transition-In Plan no later than (NLT) 10 calendar days after award.

2.3.1.11 SUBTASK 11: IMPLEMENT TRANSITION-OUT

The Transition-Out Plan shall facilitate the accomplishment of a seamless transition from the incumbent to an incoming contractor/Government personnel at the expiration of the TO. The contractor shall provide a Transition-Out Plan (Deliverable 13) NLT 90 calendar days prior to expiration of the current POP. The contractor shall implement its Transition-Out Plan NLT 60 calendar days prior to expiration of the TO. The contractor shall identify how it will coordinate with the incoming contractor and/or Government personnel to transfer knowledge regarding the following:

- a. Project management processes
- b. Points of contact
- c. Location of technical and project management documentation
- d. Status of ongoing technical initiatives
- e. Appropriate contractor to contractor coordination to ensure a seamless transition
- f. Transition of Key Personnel
- g. Schedules and milestones
- h. Actions required of the Government

The contractor shall also establish and maintain effective communication with the incoming contractor/Government personnel for the period of the transition via weekly status meetings.

2.3.2 TASK 2: CIED TRAINING INSTRUCTION

The MCES supports the operating forces' C-IED training requirements through the employment of an MTC that delivers training at home station training lanes and any other Continental United States (CONUS) or OCONUS location required by requesting units. The contractor shall be responsible for scheduling, coordinating, and instructing those periods of instruction for which the MCES is responsible. This includes, but is not limited to, the MLFs listed under Section 2.2 and further described below. Implicit within scheduling is the requirement to coordinate with other bases, forts,

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stations, and camps, not identified above as places of performance, to ensure all training logistics requirements are identified, planned, and confirmed prior to travel execution. The contractor shall ensure instructors satisfy all contractual prerequisites for foreign travel.

The contractor shall have the ability to rapidly provide instructor and support personnel within 60 days to support CONUS and OCONUS operations. The contractor shall have the ability to provide their own transportation on base to provide training. This may include the training, processing and deployment of unarmed cadre to locations that require extensive pre-deployment training and screening processes in accordance with Combatant Commander Directives.

The contractor shall be responsible for ensuring that each instructor possesses the requisite, knowledge, skills, and abilities to instruct the courses for which the contractor has assigned them. The contractor shall operate within the established organizational framework when scheduling, coordinating, and delivering training to requesting units. The contractor shall document, record, and report all training in accordance with the Systems Approach to Training (SAT) and MCES SOPs (see Section 7.15). After Instruction Reports (AIRs) (Deliverable 15) (Section 9 - List of Attachments, Attachment F) and Training Report Submissions (TRS) (Deliverable 16) will be delivered in accordance with Section 5.3 of this PWS and the MCES SOP Directives. The contractor shall ensure activities integrated during formal instruction support and enable mastery of all learning objectives.

In addition, instructors shall:

- a. Participate in and provide feedback during regular staff meetings and planning sessions
- b. Comply with appropriate clothing and grooming standards, per MCES SOPs and orders.
- c. Assist with classroom and training area set-up/teardown and equipment movement.
- d. Maintain accountability and proper care of all assigned Government-owned equipment.
- e. Keep an accurate record of student attendance to be submitted to the TPOC for review and approval upon training completion.

2.3.2.1 Performance Standard:

Student feedback will be acquired independently of this TO for each training course conducted via a standard course critique sheet. Student feedback in conjunction with the AIR will be used to assess the effectiveness of the trainers, course curriculum, scripts, materials, and overall training execution as it relates to the applicable learning objectives. As a minimum performance standard students shall be able to demonstrate and articulate full comprehension of each course learning objective.

Performance review and feedback will be documented and discussed with the contractor at the PMR and conducted in accordance with (IAW) the Quality Assurance Plan (QASP).

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2.3.2.2 Conduct Training Quality Control

The contractor shall conduct training quality control through active, in-training, evaluations. The contractor shall conduct evaluations of Students/Units during their Practical Application portions of MLF delivery and during events such as field exercises. The contractor shall insert training evaluation processes as a part of its Quality Control Plan to ensure standards established for training are adhered to. The contractor shall ensure that meaningful evaluation information is fed back into curriculum development and maintenance efforts. The contractor shall conduct quality control of all training events at all locations.

2.3.2.3 Conduct Exercise Evaluation and Assessment

The contractor shall be responsible for providing C-IED evaluation and assessment support to the MWTC and the Tactical Training Exercise Control Group (TTECG). Evaluators shall be fully versed in C-IED DtD operations and intimately familiar with USMC assessment exercises and evaluation procedures. Evaluators shall be certified in accordance with the MCES SOP in all MLFs appropriate to the tasks being assessed and be able to provide on-the-spot remedial training to correct deficiencies and unsafe practices should that be required. Evaluators shall be fully versed in all applicable evaluation procedures and processes along with having a thorough understanding the Tactics, Techniques and Procedures (TTPs) employed by units and individuals being assessed. The contractor shall conduct at service-level training evaluations at Bridgeport, CA (MWTC), and Twentynine Palms, CA (TTECG) and any other locations that may be required. The contractor shall provide the Government with an Evaluation Discovery Report following each evaluation executed (Deliverable 24).

2.3.2.4 SUBTASK 1: MLF TRAINING EXERCISES (FFP)

The contractor shall execute training within each of the 10 MLFs at the total quantity incorporated within the TO as indicated in section 1. Each MLF training course shall be offered for the appropriate firm fixed price per student. All consumable materials shall be provided as part of the fix price (see Section 9 - List of Attachments, Attachment M: Historical List of MLF Consumable Materials), other equipment materials needed to execute standard MLF training will be provided as GFP. Training exercises that require ancillary services (Section 2.3.3) and previously unidentified materials in addition to the base MLF offering shall be considered non-standard MLF training. These ancillary services and materials must be described in detail within the Training Plan (Deliverable 14) to be approved by the FEDSIM COR

- a. **Coordinate MLF Quarterly Reviews:** The contractor shall participate and assist the Government MLF Managers in the coordination and execution all MLF quarterly reviews. The contractor shall assist MLF Managers in the solicitation of recommended changes from stakeholders via SOP change matrix (SOP Annex L). All standardized MLFs are Government-Furnished Information (GFI), non-proprietary lesson plans. The contractor shall support the SOP-defined process to maintain standardizations, currency, and relevancy through the MLF Review process; the Government MLF Manager will validate and approve all updates and development of additional MLFs when required.

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Each course shall be continually updated by the contractor to reflect the evolving threat, friendly TTPs, and unit training requirements. Marine Corps Center for Lessons Learned submissions and unclassified operational reports shall be used by the contractor to maintain the relevancy of each course offered. Coordination with JIEDDO JCOE will be required to insert applicable lessons learned, TTPs, training scenarios, scripts, and intelligence analysis reports.

The following table includes an estimate per year for the total number of students trained per MLF. The estimate includes both the mandatory and optional quantities as listed in section 1.1.2.1. The contractor shall adhere to the required instructor to student ratio as listed below. The government has established this ratio based on kinesthetic learning method by which students carry out physical practical application of the course objectives. Any deviation from the listed instructor to student ratio requires the formal written approval of the TPOC and FEDSIM COR. A minimum of 2 instructors will be required for any class conducted without exception given to class size/number of students.

MLF/Total# of Students Trained	Base year	Year 1	Year 2	Avg. # of Students per course	Req. Instructor :Student Ratio
MLF 1	30,000	30,000	30,000	75	1:12
MLF 2	13,000	13,000	13,000	72	1:12
MLF 3A	14,000	14,000	14,000	78	1:6
MLF 3B	140	140	140	9	1:6
MLF 3C	120	120	120	8	1:6
MLF 4A	16,000	16,000	16,000	80	1:6
MLF 4B	500	500	500	33	1:6
MLF 6	450	450	450	30	1:6
MLF 7	12,000	12,000	12,000	63	1:12
MLF 9	4,500	4,500	4,500	39	1:12
TOTAL	90,710	90,710	90,710		

MLF training course shall meet the intended learning objectives as documented in the standardized lesson file. MLF specifications are described below:

2.3.2.4.1 MLF 1: Individual Preparedness in an Improvised Explosive Device (IED) Environment

Description: This course shall teach personnel how to visually identify IED indicators and how to react to an IED by conducting immediate actions. The target audience is O-3 and below, however the course shall be relevant to all personnel operating in an IED environment.

Course Time: This course has historically been conducted with an average time of 11hrs. The actual course length will depend upon the number of students attending and the requisite skill level and/or experience of the students attending the course.

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Number of Students: The course shall have a minimum of 15 students, an average of 75, and a maximum of 100.

Overview: This course shall teach personnel the skills necessary to prepare for operations in an IED environment including the visual identification of IEDs and how to react to a suspected or detonated IED by performing proper immediate actions.

Learning Objectives are:

1. Describe the components of an IED. (MCCS IED 1001a)
2. Identify IED initiation methods. (MCCS IED 1001b)
3. Visually identify indicators of suspected emplaced IEDs. (MCCS IED 1001c)
4. Identify the characteristics of vehicles used in Vehicle Borne IED (VBIED) and Suicide Vehicle Borne IED (SVBIED) attacks. (MCCS IED 1001d)
5. Describe the physical characteristics of a SVBIED driver. (MCCS IED 1001e)
6. Describe the common characteristics of a potential PBIED attack. (MCCS IED 1001f)
7. Identify common employment techniques of IEDs. (MCCS IED 1001g)
8. Describe the mitigating tactics that can be employed in an IED environment. (MCCS IED 1002a)
9. Execute continuing actions including 5 and 25 meter checks. (MCCS IED 1002b)
10. Conduct 5-Cs, confirm, clear, cordon, check, and control in an IED attack. (MCCS IED 1002c)
11. Given an operational environment containing IEDs, react to an IED detonation, initiate casualty evacuation procedures, and react to a follow-on attack if necessary. (MCCS IED 1002d)

2.3.2.4.2 MLF 2: Small Unit Leader Considerations for Movement in an IED Environment

Description: This course shall teach leaders how to plan for movement in an IED environment. Target audience is noncommissioned officers (NCOs) and above, but the course is relevant to all personnel who will be planning operations in an IED environment.

Course Time: This course has historically been conducted with an average time of 14 hours (two-and-a-half hours for lecture, two hours for Tactical Decision Games (TDGs), one-and-a-half hours for orders writing, and eight hours for practical application). The actual course length will depend upon the number of students attending and the requisite skill level and/or experience of the students attending the course as well as the unit training time available, and classroom capacity.

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Number of students: The average course size will be 72 students with a maximum of 100. Courses for MLF 2 could be as small as 5 students. Larger group courses shall be broken into smaller manageable groups of no more than 15 students to conduct TDG's, orders writing and practical application.

Overview: This course shall teach small unit leaders considerations to include while planning for operating in an IED environment when given a tactical scenario, operations order, and current threat brief.

Learning Objectives are:

1. Identify the six fundamentals of Defeat the Device. (MCCS-IED-2101a)
2. Identify the best enabler to employ for a specified task. (MCCS-IED-2101b)
3. Submit a CASEVAC request and Z-MIST report(s). (MCCS-IED-1002a)
4. Submit an IED/UXO report. (MCCS-IED-1002b)
5. Submit a SALTA report. (MCCS-IED-1002c)

2.3.2.4.3 MLF 3A: Counter Radio Controlled IED Electronic Warfare (CREW) Operators Course

Description: The contractor shall train personnel to operate and employ CREW systems and also includes instruction on basic electronic warfare and a review of the Radio Controlled IED (RCIED) threat. Target audience is all personnel involved with the operation of CREW systems.

Course Time: This course on average requires 8 hours of training time (approximately 2.5 hours lecture, 1.5 hours demonstration, and 4 hours of practical application). Since the practical application is the most time intensive portion of this course, class size will influence the actual time needed to complete training.

Number of Students: Average number of students for this class is 78 with a maximum of 100; however class size is dependent on unit training time available, classroom capacity, and CREW training assets available.

Overview: The CREW Operators Course provides personnel the knowledge required to operate and tactically employ Marine Corps CREW systems (CVRJ and Thor III). Training also includes instruction regarding the Radio Controlled IED (RCIED) threat and basic electronic jamming concepts.

Learning objectives:

1. Visually identify the RCIED threat that USMC CREW systems are designed to defeat.
2. List the principles of effective CREW system jamming.
3. List the characteristics of USMC CREW systems as they have evolved.

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4. Demonstrate the ability to operate the CVRJ CREW system.
5. Demonstrate the ability to operate the Thor III CREW system.
6. Demonstrate the ability to tactically employ both USMC CREW systems in order to defeat RCIEDs

2.3.2.4.4 MLF 3B: CREW Leader/Trainer Course

Description: This course shall cover all objectives of MLF 3A with the additional of basic CREW planning, and more in-depth system training. Target audience is Marines who are, or may be, assigned as Company or Platoon CREWOs/CREW NCOs.

Course Time: This course on average requires 12 hours of training time (approximately three hours lecture, one-and-a-half hours of demonstration, five hours of practical application/Tactical Decision Games, and two-and-a-half hours for teach backs). Since the practical application is the most time-intensive portion of this course, class size will influence the actual time needed to complete training.

Number of Students: Average number of students for this class is 9.

Overview: The USMC CREW Trainer/Leaders Course shall provide personnel with the knowledge required to plan missions, train personnel, and safely operate and effectively employ Marine Corps CREW systems (CVRJ and Thor III). Training also includes instruction regarding the RCIED threat and basic electronic jamming concepts.

Learning Objectives:

1. Visually identify the RCIED threat that USMC CREW systems are designed to defeat.
2. List the principles of effective CREW system jamming.
3. List the current capabilities of USMC CREW systems as they have evolved.
4. Demonstrate the ability to operate the CVRJ CREW system.
5. Demonstrate the ability to operate the Thor III CREW system.
6. Demonstrate the ability to tactically employ USMC CREW systems in order to defeat RCIEDs.
7. Demonstrate the ability to provide CREW operator sustainment training.

2.3.2.4.5 MLF 3C: CREW Officer (CREWO) Course

Description: This course offering shall be for Marines assigned to be Regimental and Battalion CREWOs. This contractor shall ensure that this course covers Electronic Warfare (EW), CREW employment, planning considerations, unit-level maintenance, training, EW coordination, and CREWO responsibilities. This course shall provide the war fighter with a basic knowledge in EW, the RCIED threat, CREW systems operation and employment, CREW system maintenance and logistics, and organic as well as non-organic EW systems.

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Secret clearance is required for all contractor and student personnel for this course.

Course Time: The CREWO Course on average is 28.5 hours in length (approximately 4 days): 13.5 hours of classroom instruction; and 15 hours of practical application, demonstration, tactical decision games, and mission planning in response to a FRAGO.

Number of Students: Class size is limited to 15 students with an average of 8 students.

Overview: The USMC CREW Officers (CREWO) Course shall provide Staff Non Commissioned Officer (SNCOs) and Officers the training and materials needed in order to advise the Commander on all aspects of CREW system operations, employment, integration, maintenance, and logistics. It will also provide the student with a basic knowledge of the concepts of Electronic Warfare within the USMC and the organizations and systems that support it.

Learning objectives:

1. Identify the functions of Electronic Warfare (EW) as they apply to CREW systems.
2. List the principles of radio wave propagation.
3. List the components of the current and emerging Radio Controlled IED (RCIED) threat.
4. Explain the concept of jamming as it applies to CREW.
5. List the past, present, and future USMC CREW systems.
6. List the responsibilities of the CREWO.
7. Demonstrate effectively the safe operations for each USMC CREW system.
8. Demonstrate the ability to effectively operate the CVRJ.
9. Demonstrate the ability to effectively operate the Thor III.
10. Demonstrate the ability to effectively operate a Spectrum Analyzer (SPEC-A).
11. List the pre-combat checks needed to effectively employ USMC CREW systems.
12. List the tactical considerations to effectively employ USMC CREW systems.
13. List the communication considerations to effectively employ USMC CREW systems.
14. List the interoperability considerations to effectively employ USMC CREW systems.
15. List the zeroization considerations to effectively employ USMC CREW systems.
16. Provide CREW basic operator training to all Marines within the Bn.
17. Provide training to support subordinate CREWOs and unit leadership.
18. Maintain relevant training products and resources.
19. Disseminate relevant training products and resources.
20. Integrate CREW training into unit training.
21. List how to manage the accountability of the Bn CREW system assets.
22. List how to manage the maintenance of Bn CREW systems.
23. Given a tactical situation, advise the commander on the capabilities of all theater EW systems
24. in order to effectively integrate unit CREW systems.
25. Given a tactical situation, integrate CREW with other EW assets in support of the concept of operations.
26. Report the status of Bn CREW operations to higher headquarters.

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27. Conduct post-mission actions to assess CREW effectiveness and prepare the unit for follow-on operations.

2.3.2.4.6 MLF 4A: Metal Detector (MD) Operators Course

Description: This course shall train personnel to operate and employ the CEIA (Compact Metal Detector) CMD V2.060 MD. Target audience is NCO and below, but course is relevant to all personnel who will be operating MDs.

Course Time: This course shall require a minimum of eight hours training time (approximately 2 hours lecture and 6 hours practical application)

Number of Students: Each instance of this course will have an average size of 80. Following lecture this course shall be divided into an optimal class size of 20 students, not to exceed 35, for practical application and hands on MD instruction.

Overview: This course shall teach personnel the skills necessary to operate metal detectors in an IED environment.

Learning objectives:

1. Describe how metal detectors function.
2. Describe the difference between mine and metal detectors.
3. State the capabilities and limitations of metal detectors.
4. State general information of the metal detector.
5. Demonstrate the assembling and disassembling of the metal detector.
6. Demonstrate operational procedures of the metal detector.
7. Demonstrate proper sweep techniques for the metal detector.
8. Given a metal detector, locate metallic objects.
9. Given a metal detector, perform investigation to confirm procedures.

2.3.2.4.7 MLF 4B: Metal Detectors (MD) Leaders Course

Description: Training shall provide small unit leaders the knowledge needed to properly employ MD operators in an explosive hazards environment. Target audience is NCOs and above who will lead/supervise MD operators.

Course Time: At a minimum this course will require two hours of training time.

Number of Students: This Course includes an average of 33 students with no more than 65.

Overview: This course shall include all applicable elements of MLF 4A with a focus in unit direction, leadership, and proper MD employment. The MD Leaders Course shall ensure unit leaders possess the requisite skills and knowledge to lead and direct unit MD operators.

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Learning Objectives:

1. Explain metal detector theory. (MCCS-IED-1001a)
2. Give examples of Counter IED asset integration. (MCCS-IED-1001b)
3. Explain detector employment. (MCCS-IED-1001c)
4. Explain operational procedures of detectors. (MCCS-IED-1001d)
5. Explain proper sweep techniques for the metal detector. (MCCS-IED-1001e)
6. Give examples of courses of action after detection. (MCCS-IED-1001f)

2.3.2.4.8 MLF 6: Robot Operator Training

Description: This Training shall provide basic operator training for the PackBot 510. Course covers assembly, operation, and employment of the PackBot 510.

Course Time: This course requires a minimum of three hours of training time (approximately one hour of lecture and two hours of practical application).

Number of Students: Average Class size of 30 students.

Overview: This course shall teach personnel the skills necessary to assemble, operate, and troubleshoot the PackBot 510 with FasTac kit as well as function as an operator/spotter team, in order to investigate and assist with standoff visual identification of IEDs.

Learning Objectives:

1. Given a robot and a pre-operation checklist, conduct pre-operational checks and procedures.
2. Given a robot, an operating environment consisting of different types of terrain, man-made
3. and natural obstacles, determine the robot's best avenue of approach to a suspected IED.
4. Given a robot, a scenario, an operating environment consisting of different types of terrain,
5. man-made and natural obstacles, operate a robot in different environments and conditions.
6. 4. Given a robot, a scenario, an operating environment consisting of different types of terrain,
7. man-made and natural obstacles, perform immediate/remedial actions in order to restore a robot to operable condition.
8. Given a robot, a scenario, an operating environment consisting of different types of terrain, man-made and natural obstacles, conduct robotic investigation of suspected IEDs.
9. Given a robot, a scenario, an operating environment consisting of different types of terrain, man-made and natural obstacles, recover a robot to a safe area.

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10. Given a robot and a post-operation checklist, conduct post-operational checks and procedures.

2.3.2.4.9 MLF 7: Homemade Explosives (HME) Awareness

Description: This course shall provide an introduction to HME, HME precursors, and HME indicators. This course shall address HME in general terms, as well as specific threats as related to current intelligence data reports and current TTPs. Marines shall learn the dangers associated with HME and appropriate actions to execute when facing an HME threat.

Course Time: Time for this course is estimated per individual student. It is anticipated that on average each student shall receive a minimum two hours of lecture and two hours of practical application. Course time per student is dependent on several factors including but not limited to: Current student skill level, OCONUS location or area of focus, and complexity of HME replication.

Number of Students: Average per course is 63 students. Number of students varies based on identified training gap needs.

Overview: This course will teach personnel the skills necessary to identify potential Homemade Explosives (HME), the associated chemicals, tools and equipment used to make HME, the similarities of HME production to narcotic production, and how to react to a suspected HME lab.

Course shall make use of all relevant and up to date intelligence data and reports. Contractors shall leverage current asymmetric operations and ATN methodologies, and properly set conditions in the training scenario.

Learning Objectives:

1. Identify fertilizers used in Afghanistan and other OCONUS locations as applicable. (MCCS-IED-1001a)
2. Identify indicators of homemade explosives production. (MCCS-IED-1001b)
3. Identify homemade explosives mixing facilities. (MCCS-IED-1001c)
4. Describe dual use precursors used in homemade explosives and narcotics. (MCCS-IED-1001d)
5. Describe proper procedures following the discovery of homemade explosives or narcotics. (MCCS-IED-1002a)

2.3.2.4.10 MLF 9: Tactical Site Exploitation Course

Description: This course shall train students to assess the threat, gather evidence and exploit a scene using systematic search, appropriate detection equipment, biometric tools, and tactical questioning. Target audience is infantry squads.

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Course Time: This course historically has an average course time of 24 hours (6.5 hours of lecture and 13.5 hours of practical application). The actual course length is dependent upon the number of students attending.

Number of Students: Class size is limited to no more than 39 students (two to three 13 man squads).

Overview: The Search and Site Exploitation course provides personnel the knowledge required to plan and execute building, area, vehicle, and person searches as well as covers the basics in identifying, preserving, and collecting evidence. Training also includes instruction and practical application in biometrics collection to include facial recognition, iris recognition, finger printing, and DNA.

Learning Objectives:

1. State the four types of searches. (MCCS IED 1001a)
2. Identify planning considerations prior to conducting searches. (MCCS IED 1001b)
3. Identify team composition and responsibilities. (MCCS IED 1001c)
4. Identify life threatening and non-life threatening finds. (MCCS IED 1001d)
5. Describe the six steps of an area search. (MCCS IED 1001e)
6. Describe the three vehicle search categories. (MCCS IED 1001f)
7. State the purpose of a person search. (MCCS IED 1001g)
8. Identify the three person search categories. (MCCS IED 1001h)
9. Describe the purpose of tactical questioning. (MCCS IED 1001i)
10. State the six questioning techniques. (MCCS IED 1001j)
11. Identify poor questioning techniques. (MCCS IED 1001k)
12. Define the Documents and Media Exploitation Process (DOMEX). (MCCS IED 1001l)
13. Describe evidence handling procedures. (MCCS IED 1001m)
14. Identify the four types of biometrics collection. (MCCS IED 1001n)
15. Complete documentation. (MCCS IED 1001o)

2.3.2.5 SUBTASK 2: AD – HOC SPECIALIZED TRAINING (T&M)

Periodically training courses will be required that fall outside the scope of any particular MLF. These training courses shall provide commanders with a flexible and responsive training solution that can be delivered at a Home Station Training Lane (HSTL). Training instruction is highly dependent on the changing needs of the war fighter and/or needs of domestic threat first

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responders and the application of secured intelligence data findings and asymmetric threat analysis. Training accomplished under Subtask 2 shall address unique commander needs for specialized training of their unit. Any training course that requires the addition of Overseas Differential Pay (Hazard and/or Danger Pay), IAW with PART I of MOBIS contract, shall be treated as an Ad-HOC specialized course on a time and material basis only.

The contractor shall also support unit sustainment training requests, New Equipment Training (NET) assignments, and any other training within scope of this TO, as assigned. The contractor shall ensure that all training provided complements and supports USMC training and current TTPs.

The contractor shall be responsible for the delivery of training aids that are functional, realistic, and meet the demands of the training being delivered. When requested, the contractor shall be responsible for the delivery of training aid prototypes within 72 hours of identification of new devices and with the ability to rapidly mass produce final products in order to ensure distribution to training cadre and other units and agencies as designated. Additional purchase of materials shall be IAW Section 2.4 of this PWS, to include all CTP requests as part of the Training Plan.

The contractor shall be capable of pursuing and incorporating Simulation Technology, Distributed Learning Systems and other technology into current and future MCES curricula. The contractor shall have the ability to identify and pursue technology in use or evaluation by other Services and Agencies (U.S. Army, JIEDDO, etc.) for use in current and future MCES curricula.

Below is a list of Ad-Hoc training events over the past 12 calendar months.

1. C-IED Threat Brief: 24 Iterations. Average 1 day per iteration. Average 1 instructor per iteration.
2. OpBarma: 18 Iterations. Average 2.5 days per iteration (range from 1 - 5 days). Average 6 instructors per iteration (range from 2 - 9 instructors).
3. Sustainment: 75 Iterations. Average 3 days per iterations (range from 2 - 14 days). Average 2 instructors per iteration (range from 2 - 8 instructors).
4. New Equip: 21 Iterations. Average 7 days per iteration (range from 5 - 13 days). Average 2 instructors per iteration (range from 2 - 5 instructors).

2.3.2.5.1 Provide Training Execution Plan: (Non-standard MLF)

The conduct of the standard training package is dictated by the SAT compliant MLF. Standardization, a core component of the program, mandates that the contractor cannot stray from the MLFs and SOP in the delivery of training, therefore Training Execution Plans are only required for non –standardized training. The required Training Execution Plan shall detail the U.S. Department of State Standardized Regulations (DSSR) allowance utilized for the training location.

A draft Training Execution Plan shall be submitted to the Government TPOC and unit Commanding Officers at least 30 days prior to the planned commencement of any Non-MLF standardized training course, exercise, or sustainment request. The final Training Execution Plan (Deliverable 14) shall be submitted to the Government TPOC and FEDSIM COR for approval at

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least 15 days prior to the planned commencement of any non-standard training class. Training exercises outside the established MLFs shall not commence without an approved training plan. The instance of a short notice Ad-Hoc training requirement shall not supersede the requirement for a Training Execution Plan; however the government may permit the contractor to submit the final exertion plan at a mutually agreed upon time less than 15 days prior to planned commencement. Training Execution Plans at a minimum shall address the following:

- a. MLF Type and/or Title: (if ad hoc or Specialized training, a new title and explanation of why it does not fit within any existing MLF category shall be given)
- b. Training type description and duration:
- c. Unique conditions:
- d. Training Location:
- e. Estimated cost
- f. List of Personnel/Instructors and their qualifications relevant to training:
- g. Training objectives (if other than MLF):
- h. Applicable TTP's or lessoned learned to be applied:
- i. Logistical strategy:
- j. List of training aides:
- k. Strategy and plan for set up and tear down, if needed:
- l. Accompanying CTP requests (to be attached):
- m. Accompanying Training Support Request (MCES SOP: Annex O)
- n. Description and justification for any ancillary services or materials required
- o. Travel authorization request (Deliverable 7) with total cost estimate.

2.3.2.5.2 SUSTAINMENT TRAINING

Sustainment training shall include progression training integrated into unit exercises in preparation for deployment. Units may request support with establishing training scenarios and evaluating execution of skills and knowledge learned during initial training and refined during unit training. Support shall be scheduled to take place at HSTLs or during any battalion or company Field Exercise (FEX).

2.3.2.5.3 C-IED INTEGRATION AT Mountain Warfare Training Center (Bridge Port, CA) (MWTC)

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These training courses shall provide IED scenarios for integration during Mountain Exercise as well as C-IED evaluations to units as they train at MWTC. C-IED training support at MWTC is sustainment training and will follow sufficient initial training executed at a unit's home station.

2.3.2.5.4 NEW EQUIPMENT TRAINING (NET)

NET courses shall provide USMC units with current training on new devices utilized in the creation and/or discovery of IED's. The contractor shall remain knowledgeable on all relevant new technology, devices, and equipment to allow for the delivery expert training instruction.

2.3.3 TASK 3: ANCILLARY TRAINING AND TECHNICAL SUPPORT (T&M)

2.3.3.1 SUBTASK 1: Provide Curriculum Development and Maintenance

The contractor shall be responsible for developing, implementing and maintaining MCES curricula; which includes lesson plans, instructor preparation guides, student handouts, classroom media, concept cards, and training aids; in accordance with the USMC SAT Manual and MCES SOPs. The contractor shall ensure that all courseware is standardized and addresses the most current (pertinent to each theater of operations) enemy and friendly TTPs.

The contractor shall provide individuals who are well versed in the USMC SAT Manual and can review and work with TECOM to ensure that all curricula are approved for USMC use.

The contractor shall provide approved training material in hardcopy and electronic media (Word or PowerPoint and .pdf) formats. Lesson Plans, Student Handouts, Classroom Media, and Concept Cards (Deliverables 18 - 21) shall be delivered in accordance with Section 5.3 in this PWS. Original copies of each document will be provided as GFI for the contractor to reproduce and distribute.

The contractor shall be capable of delivering new or updated curricula in response to newly identified enemy or friendly TTPs within 72 hours.

The contractor shall coordinate and collaborate with JIEDDO Joint Center of excellence (JCOE) in support of accessing traditional and non-traditional data repositories in order to ensure the most current TTPs, equipment and training innovations are incorporated into all aspects of training. Collaboration with other Services and Agencies (e.g. US Army) may also be required.

The contractor shall be responsible for delivering the necessary academic and technical subject matter expertise to direct all organization activities relative to assigned curricula in accordance with the SAT process, appropriate orders, directives, and MCES SOPs. Accordingly, the contractor shall be responsible for scheduling, coordinating, and executing all phases of activities, to include periodical curriculum reviews, and for ensuring that all final products and supporting documentation are SAT compliant. The contractor shall also coordinate, execute,

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and integrate all evaluation activities to maximize effectiveness of reviews and the accuracy and currency of all instructional material.

The contractor shall be responsible for providing individuals who are well versed in the Manpower and Training aspects of the acquisition process and can work with Marine Corps Systems Command (MCSC) to provide analytical support during the Manpower and Training process to identify the training requirements necessary to field and support C-IED and related equipment. The contractor shall provide a sound analytical basis for defining changes to current manpower/personnel requirements; recommend strategies for operator, maintainer, and support personnel training; and assess multiple, plausible courses of actions (COAs) suitable for establishing and executing a Manpower Personnel and Training (MPT) strategy (Deliverable 22).

2.3.3.2 SUBTASK 2: Provide Doctrine, Training and Education, and Capabilities Development

The contractor shall be responsible for supporting MCES's role in the identification and refinement of capabilities in support of emergent and enduring engineer materiel, training, and doctrine solutions. The contractor shall provide analytical and technical expertise across all Engineer Occupational Specialties to support, advise, and enable Engineer Community stakeholders and advocates.

The contractor shall provide analytical and technical expertise to support and advise on all matters pertaining to the implementation of Global Combat Support System-Marine Corps (GCSS-MC) into all levels of the Engineer Community.

The contractor shall interface with Engineer organizations, stakeholders, and advocates to identify, document and register end-user requirements. Additionally, the contractor shall support the development and refinement of Allied and Marine Corps warfighting, doctrinal, technical, and reference publications and all training products required for material solutions as applicable to the Marine Corps Engineer community.

The contractor shall provide subject matter expertise and provide continuity for all curriculum efforts supporting the Marine Corps Engineer community. The contractor shall provide specific advice on the impact of analytical efforts upon the doctrine aspect of the DOTMLPF spectrum. The contractor shall analyze, translate, and incorporate operational requirements into an Engineer training curriculum for use by MCES and the Engineer Community.

2.3.3.3 SUBTASK 3: Provide Technical Support

The contractor shall be responsible for the management and proper execution of all essential task activities relating to conducting training and supporting the MCES program. The contractor shall provide the following essential technical support requirements:

- a. Assist with staff coordination between the MCES; MCES customers; Deputy Commandant, Combat Development & Integration (DC, CD&I); TECOM; MCSC;

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Training Command (TCOM); Marine Corps Warfighting Laboratory (MCWL); JIEDDO; and other Service and Joint stakeholders.

- b. Provide technical representation at CIED, Engineer, Joint, other Service, and Marine Corps forums, meetings, conferences, IPTs and Working Groups.
- c. Provide CIED subject matter expertise to the DC, PP&O for Operational Summits and Force Synchronization Conferences. The contractor shall communicate DOTMLPF implications within the man, train, and equip requirement of the operating forces.

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- d. Participate in program reviews and support meetings. Develop, update and maintain project status briefs, milestone charts and presentation material.
- e. Provide extensive academic, training, explosive hazard, and analytical support/expertise in researching unclassified and classified data repositories. Conduct comparative analysis to determine applicability of Allied, Joint and other service TTP(s) for Marine Corps to support assimilation into Marine Corps Curricula, Training and Readiness Manual, and Marine Corps Doctrinal Publications (MCDPs).
- f. Draft and deliver executive-level briefings and correspondence (Deliverable 23)
- g. Assist with the developing updated of CIED-related Master Lesson Files
- h. Provide academic expertise for the initiation and management of CIED Programs of Instruction (POIs).
- i. Provide analytical, academic and training expertise to support conduct of a Front End Analysis (FEA) in accordance with Systems Approach to Training (SAT) to support program of instruction (POI) development.
- j. Provide analytical, training and academic expertise to support development of documentation to support CIED Master Lesson File production.
- k. Provide logistics expertise to the Mobile Training Cadres and contract employees with any logistical requirements related to C-IED training and program management for all CONUS and OCONUS training events. Enable training cadres to train offsite by researching, planning and executing complex shipments of CIED training related supplies to offsite training venues.
- l. Coordinate information-sharing and use of Web-based Joint Data Repositories for real time updates to tactics, procedures, technologies, training and education.
- m. Coordinate with JIEDDO, MCWL, and other organizations and commands to assess applicability and utility of emerging CIED technologies for use by Marine Corps.
- n. Ensure that all information technology relevant and necessary for the management, execution, and review of all task requirements remain functional and accessible. This may include the management of the following: information technology/local area management support; software installation, setup, and troubleshooting;
- o. Provide editor/writer expertise to support development and dissemination of MCES Newsletter and CIED and Engineer news articles for publication in Department of Defense (DoD) and Marine Corps periodicals.
- p. Operate government furnished equipment to support the effective employment and operation of MTCs, in support of task execution.
- q. Provide capability to pursue and implement technology and innovation with MCES customers; DC, CD&I; TECOM; MCSC; TCOM; MCWL; JIEDDO; and other Service and Joint stakeholders.

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- r. Provide public affairs support to capture, record, and disseminate information. This capability directly supports the JCOE efforts to pass-down and disseminate CIED best practices and updated TTPs.

2.3.3.4 SUBTASK 4: Provide Management of Training aides and equipment

The contractor shall provide technical expertise to support receipt, storage, handling, inventory, employment and disposal of battlefield/military simulators/effects in accordance with base orders and regulations, as directed by authorized Government personnel at designated bases and stations. In addition the contractor shall:

- a. Provide the Government access to a property management system for use in the management of all Government Furnished Property and Equipment.
- b. Maintain accountability and provide logistics/supply support expertise at specific training locations to assist MCES with maintaining positive control of MCES property.

2.4 MATERIALS

The Government may require the contractor to purchase hardware, software, and related supplies essential and relevant to the services being acquired under the TO. Such requirements will be identified at the time the TO is issued or may be identified during the course of the TO by the Government or the contractor. Materials shall be purchased as needed for support of task requirements (Section 2.3). Materials purchased that are not within the contractors own schedule or CTA partner shall be purchased under the FAR 51 (Contractor Use of Government Supply Sources) deviation delegated authority. In purchase of materials, the contractor shall follow any applicable Federal Supply Schedule (FSS) or General Services Administration (GSA) Global Supply Program ordering procedures in addition to procedures outlined in FAR 8.405-1 and FAR Part 51. The contractors shall receive written authority from the CO post award. Additional guidance will be provided in the written authorization letter from the CO.

Prior to initiating any purchase of materials, the contractor shall submit a Consent to Purchase (CTP) to the FEDSIM COR and TPOC. (Note: if the contractor has an approved purchasing system then a Request to Initiate Purchase (RIP) form is used). The CTP shall include the purpose, specific items, estimated cost, cost comparison, rationale, and related PWS task number. The contractor shall not make any purchases without an approved CTP signed by the COR.

All materials purchased as a part of this TO shall be in direct support of training exercises or activities. The contractor shall make full effort to utilize previously purchased materials and/or GFE prior to requesting the purchase of new materials. Materials shall be utilized for the successful completion of task requirements and may include the following types of materials:

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- a. Software and IT
- b. Hardware supplies
- c. Electronic and telecommunication equipment
- d. Law enforcements supplies
- e. Audio visual and training technology

SECTION 3 - PACKAGING AND MARKING

NOTE: The Section numbers in this TO correspond to the Section numbers in the JCITP BPA. Section 3 of the contractor's JCITP BPA is applicable to this TO and is hereby incorporated by reference.

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SECTION 4 - INSPECTION AND ACCEPTANCE

NOTE: The Section numbers in this TO correspond to the Section numbers in the JCITP BPA. Section 4 of the contractor's JCITP BPA is applicable to this TO and is hereby incorporated by reference.

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SECTION 5 - DELIVERABLES OR PERFORMANCE

NOTE: The Section numbers in this TO correspond to the Section numbers in the JCITP BPA. Section 5 of the contractor's JCITP BPA is applicable to this TO and is hereby incorporated by reference. In addition, the following applies:

5.1 PERIOD OF PERFORMANCE

The period of performance is one, 12-month base period and two, 12-month option periods.

Base Year 29 September 2014 through 28 September 2015

Option Year One 29 September 2015 through 28 September 2016

Option Year Two 29 September 2016 through 28 September 2017

5.1.1 HOURS

When in the Continental United States (CONUS) and supporting deployed military operations, the contractor shall be available to work on-call or extended hours to perform mission-essential tasks that are within the contract scope. When Outside the Continental United States (OCONUS), the contractor shall be expected to work 12-hour days, 7-day weeks, for a total of 84 hours per week when providing continuous training support (2.3.3 TASK 3).

5.2 PLACE OF PERFORMANCE

The following locations for MCES will be the primary duty stations for performance: Camp Pendleton, CA; Camp Lejeune, NC; Twentynine Palms, CA. Performance for this TO will include additional CONUS and OCONUS locations. Locations include, but are not limited to the following:

- MWTC, Bridgeport, CA
- Arlington, VA
- Okinawa, Japan
- Columbia and other countries required to conduct MTTs worldwide
- Various contractor facilities

5.3 TASK ORDER SCHEDULE AND MILESTONE DATES

The following schedule of milestones will be used by the FEDSIM COR to monitor timely progress under this TO.

The following abbreviations are used in this schedule:

Abbreviation	Definition
AM	Acquisition Manager
CO	Contracting Officer
COR	Contracting Officer's Representative for the Task order

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CS	Contract Specialist
DA	Days after
DACA	Days after contract award (award of this order)
DAEOM	Days after the end of the month
Days	Calendar Days unless otherwise specified
DID	Data Item Description
E	Electronic Copy
H	Hard Copy
NLT	Not Later Than
PM/TPOC	Program Manager (JIEDDO/MCES)
PoP	Period of Performance
PWS Ref	Performance Work Statement Reference (paragraph number)
TOA	Task Order Administrator
TPOC	Technical Point of Contact

All references to Days: Government Workdays: Deliverables are due the next Government workday if the due date falls on a holiday or weekend.

The contractor shall deliver the deliverables listed in the following table:

#	MILESTONE/DELIVERABLE	PWS REFERENCE	PLANNED COMPLETION DATE
	Task 1 – Program Management		
1	Kick-Off Meeting Presentation materials	2.3.1.1	At Kick-Off meeting
2	Monthly Status Report (MSR)	2.3.1.2	Monthly, on 10 th of each Month
3	Project Management Plan – Draft	2.3.1.4	NLT 5 workdays after Kick-Off Meeting and then yearly

SECTION 5 - DELIVERABLES OR PERFORMANCE

#	MILESTONE/DELIVERABLE	PWS REFERENCE	PLANNED COMPLETION DATE
4	Project Management Plan – Final	2.3.1.4	10 workdays after receipt of Government comments
5	Transition-In Plan – Draft	2.3.1.10	Due at Kick-Off Meeting
6	Transition-In Plan – Final	2.3.1.10	10 workdays after receipt of Government comments
7	Travel Authorization Requests	JCITP BPA 7.8.2	10 days in advance of the travel
8	Quality Control Plan – Draft	2.3.1.8	At Kick-Off meeting
9	Quality Control Plan – Final	2.3.1.8	10 workdays after receipt of Government comments, updated quarterly
10	Integrated Master Schedule (IMS)	2.3.1.6	30 DA award, updates yearly
11	Trip Reports	2.3.1.7	5 DA trip completion
12	Risk Management Plan	2.3.1.9	At Kick-Off Meeting, Final Due 10 DA Kick-Off meeting, Updates yearly
13	Transition-out Plan	2.3.1.11	90 Days prior to end of PoP
	TASK 2: CIED TRAINING INSTRUCTION		
14	Training Execution Plan	2.3.2.5.1	Initial draft NLT 30 workdays before training start. Final NLT 15 workdays before training start.

SECTION 5 - DELIVERABLES OR PERFORMANCE

#	MILESTONE/DELIVERABLE	PWS REFERENCE	PLANNED COMPLETION DATE
15	After Instruction Reports	2.3.2	NLT 5 calendar days after instruction is complete
16	Training Report Submissions (TRS)	2.3.2	Weekly, NLT COB every Friday
17	Deliver MLF Training	2.3.2	As needed
	TASK 3: ANCILLARY TRAINING AND TECHNICAL SUPPORT		
18	Lesson Plans	2.3.3.1	Due 10 working DA curriculum review
19	Student Handouts	2.3.3.1	Due 10 working DA curriculum review
20	Classroom Media	2.3.3.1	Due 10 working DA curriculum review
21	Concept Cards	2.3.3.1	Due first day of each month
22	Manpower Personnel and Training (MPT) strategy	2.3.3.1	As needed
23	Executive-Level Briefing Agenda	2.3.3.3	3 DA requested
24	Evaluation Discovery Report	2.3.3.5	NLT 1 DA Evaluation

5.4 QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)

Quality surveillance will be conducted by the assigned GSA FEDSIM COR, in conjunction with the assigned TPOC and the GSA FEDSIM CO. The JIEDDO TPOC will provide oversight of the TO and will have responsibility for overseeing all technical performance measures along with schedule, quality, and cost measures. The TPOC will be responsible for acceptance of all work products, as applicable. The TPOC in conjunction with the FEDSIM COR will review, receive, and accept the PMP, MSR, and other deliverables as defined in PWS and Deliverables Table.

The TPOC may, at his/her own discretion, delegate the day-to-day management of projects and activities to an individual or team within JIEDDO or MCES Acquisition Management. These Acquisition Managers will be responsible for receiving work products and deliverables necessary to complete projects initiated under this PWS for review and recommendation of acceptance, as assigned. The Acquisition Managers will review cost, quality, accuracy/completeness, and

SECTION 5 - DELIVERABLES OR PERFORMANCE

timeliness of project deliverables and document their findings. The TPOC and/or FEDSIM COR will be responsible for deliverable acceptance upon a determination of acceptable performance by the assigned Production Manager.

The surveillance will refer to Performance Requirements Summary, Section 5.5 of this PWS, and will/shall be accomplished as follows:

- a. The contractor shall carry out day-to-day quality control. The specific quality control procedures shall be documented in the Quality Control Plan (QCP) and may include timeliness, accuracy, and completeness.
- b. The FEDSIM COR will consult with the JIEDDO/MCES TPOC concerning the acceptability of services/deliverables/products as required.
- c. The TPOC and GSA COR will review contractor-submitted status reports and development schedules and periodically verify them with the TPOC to ensure that the required progress is being made and that the contractor's quality control procedures are effective.
- d. The TPOC will review and certify contractor invoices for accuracy and validity.
- e. The GSA invoice support staff and/or GSA COR will review the contractor's invoice to ensure the invoice aligns with the contractor's quote and schedule contract and does not exceed the TO value.
- f. The GSA close-out support staff or the GSA COR will execute close-out procedures, including the requiring activity's final confirmation of the acceptability of services/deliverables/products and the contractor's final confirmation that all invoices have been submitted and paid.
- g. Additional surveillance methods may be employed at the discretion of the Government CO and/or COR.

5.5 PERFORMANCE REQUIREMENTS SUMMARY AND ROADMAP

***See attached Section J, Attachment J.**

SECTION 6 - CONTRACT ADMINISTRATION DATA

NOTE: The Section numbers in this TO correspond to the Section numbers in the JCITP BPA. Section 6 of the contractor's JCITP BPA is applicable to this TO and is hereby incorporated by reference. In addition, the following applies:

6.1 CONTRACTING OFFICER'S REPRESENTATIVE (COR)

The CO will appoint a COR in writing for this TO through a COR Appointment Letter that will be provided to the contractor upon award (Section 9– List of Attachments, Attachment A). The COR will receive, for the Government, all work called for by this TO and will represent the CO in the technical phases of the work. The COR will provide no supervisory or instructional assistance to contractor personnel.

The COR is not authorized to change any of the terms and conditions, scope, schedule, and price of the Contract or the TO. Changes in the scope of work will be made only by the CO by properly executed modifications to the Contract or the TO.

6.1.1 CONTRACT ADMINISTRATION

GSA FEDSIM Contracting Officer:

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Off [910-440-7236](tel:910-440-7236)
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6.2 INVOICE SUBMISSION

The contractor shall submit Requests for Payments in accordance with the format contained in General Services Administration Acquisition Manual (GSAM) 552.232-25, PROMPT PAYMENT (NOV 2009), to be considered proper for payment. In addition, the following data elements shall be included on each invoice.

Task Order Number: *(from GSA Form 300, Block 2)*

Paying Number: *(ACT/DAC NO.) (From GSA Form 300, Block 4)*

FEDSIM Project Number: (Fill in project number)

Project Title: (Fill in project title)

The contractor shall certify with a signed and dated statement that the invoice is correct and proper for payment.

The contractor shall provide invoice backup data in accordance with the contract type, including detail such as labor categories, rates, and quantities of labor hours per labor category.

The contractor shall submit invoices as follows:

The contractor shall utilize FEDSIM's electronic Tracking and Ordering System (TOS) to submit invoices. The contractor shall submit invoices electronically by logging onto the following link (requires Internet Explorer to access the link):

<https://portal.fas.gsa.gov>

Select *Vendor Support*, log in using your assigned I.D. and password, then click on *Create Invoice*. The TOS Help Desk should be contacted for support at 877-472-4877 (toll free). By utilizing this method, no paper copy of the invoice shall be submitted to GSA FEDSIM or the GSA Finance Center. However, the FEDSIM COR may require the contractor to submit a written "hardcopy" invoice with the client's certification prior to invoice payment.

6.3 INVOICE REQUIREMENTS

Prior to the submittal of the first invoice the contractor shall submit, via email, a sample invoice to the TPOC and FEDSIM COR for review. The contractor shall submit simultaneous copies of all invoices to both GSA and the TPOC. Receipts are provided on an as requested basis.

Each contract type should be addressed separately in the invoice submission.

The final TO invoice is desired to be submitted within three months of the end of period of performance.

6.3.1 FIRM-FIXED-PRICE (FFP) CLINs

For CLIN 0001, 1001, 2001 the contractor may invoice the fixed price on a monthly basis. The monthly fixed price invoiced shall be 1/12 of the total fixed price.

For CLIN 0002, 1002, 2002, 0003, 1003, 2003 the contractor shall bill the fixed price for the quantity of students by category of MLF courses completed during the invoice period. The Government reserves the right to request attendance reports and any other back up

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documentation required to certify the invoice, excluding detailed pricing or cost information. The contractor shall provide the invoice data in spreadsheet form with the following detailed information. The listing shall include separate columns and totals for the current invoice period and the project to date.

6.3.2 TIME-AND-MATERIAL (T&M) (CLINs X004, X005, X005AA, X006)

The contractor may invoice monthly on the basis of hours expended for the T&M CLINs. The invoice shall include the period of performance covered by the invoice and the CLIN number and title. All hours and costs shall be reported by CLIN element (as shown in Section 1 – Supplies or Services and Price/Costs), by contractor employee, and shall be provided for the current billing month and in total from project inception to date. The contractor shall provide the invoice data in spreadsheet form with the following detailed information. The listing shall include separate columns and totals for the current invoice period and the project to date.

For Labor

- a. Employee name (current and past employees)
- b. Employee company labor category
- c. Employee labor category
- d. Monthly and total cumulative hours worked
- e. Corresponding ceiling rate
- f. Cost incurred not billed

For Materials

- a. Material schedule number
- b. Contractor or business
- c. Item
- d. Description
- e. Purchase date
- f. Purchase justification (Consent to Purchase form – Attachment E)
- g. Task number

6.3.3 OTHER DIRECT COSTS (ODCs) (CLIN X006)

The contractor may invoice monthly on the basis of cost incurred for the ODC CLINs. The invoice shall include the period of performance covered by the invoice and the CLIN number and title. In addition, the contractor shall provide the following detailed information for each invoice submitted, as applicable. Spreadsheet submissions are required.

- a. ODCs purchased
- b. Date delivery accepted by the Government
- c. Associated CLIN
- d. Project-to-date totals by CLIN

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- e. Cost incurred not billed
- f. Remaining balance of each CLIN

6.3.4 TRAVEL

The contractor may invoice monthly on the basis of cost incurred for cost of travel comparable with the Federal Travel Regulation (FTR). The invoice shall include the period of performance covered by the invoice, the CLIN number and title. Separate worksheets shall be submitted for travel.

CLIN/Task Total Travel: This invoice information shall identify all cumulative travel costs billed by CLIN/Task. The current invoice period's travel details shall include separate columns and totals and include the following:

- a. Travel Authorization Request identifier, approver name, and approval date
- b. Current invoice period
- c. Names of persons traveling
- d. Number of travel days
- e. Dates of travel
- f. Number of days per diem charged
- g. Per diem rate used
- h. Total per diem charged
- i. Transportation costs (rental car, air fare, etc.)
- j. Total charges
- k. Approved travel cost amount per line item and actual travel cost per line item with explanation of variances exceeding 10% of the approved versus actual costs
- l. PWS task

Estimated Travel			
# Trips	Location: To / From	# People	# of Days
4	Camp Pendleton, CA to Japan	6	21
2	Camp Pendleton, CA to Korea	6	21
4	Camp Pendleton, CA to Okinawa, Japan	8	14
8	Camp Pendleton, CA to Twentynine Palms, CA	4	5
2	Camp Pendleton, CA to Ft. Leonard Wood, MO	4	4
4	Camp Pendleton, CA to Camp Lejeune, NC	8	7
4	Camp Pendleton, CA to Bridgeport, CA	4	14
4	Camp Pendleton, CA to MCB Kaneohe Bay, HI	8	10
2	Camp Pendleton, CA to Kona, HI	4	10
1	Camp Pendleton, CA to Yuma, AZ	1	5
2	Camp Pendleton, CA to Ft Hunter Ligget, CA	1	3
2	Camp Pendleton, CA to Fort Lewis, WA	3	7
2	Camp Lejeune, NC to Republic of Georgia	6	21
2	Camp Lejeune, NC to Colombia	6	21

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4	Camp Lejeune, NC to Puerto Rico	6	21
4	Camp Lejeune, NC to Okinawa, Japan	8	14
4	Camp Lejeune, NC to Twentynine Palms, CA	2	15
4	Camp Lejeune, NC to Twentynine Palms, CA	2	5
3	Camp Lejeune, NC to Twentynine Palms, CA	8	21
2	Camp Lejeune, NC to Ft. Leonard Wood, MO	4	4
12	Camp Lejeune, NC to Camp Pendleton, CA	8	7
1	Camp Lejeune, NC to Miramar, CA	2	5
12	Camp Lejeune, NC to Quantico, VA	2	5
2	Camp Lejeune, NC to Albany, GA	2	5
3	Camp Lejeune, NC to Charleston, WV	2	5
3	Camp Lejeune to Aberdeen Proving Gd, MD	2	5
1	Camp Lejeune, NC to Vicksburg, MS	1	4
1	Camp Lejeune, NC to Indian Head, MD	1	5
4	Camp Lejeune to Ft. Pickett, VA	4	14
1	Camp Lejeune, NC to Port Hueneme, CA	1	5
1	Camp Lejeune, NC to Moline, IL	1	5
2	Camp Lejeune, NC to Charlestown, WV	2	10
2	Camp Lejeune, NC to Roanoke, VA	2	10
2	Camp Lejeune, NC to Lynchburg, VA	2	10
2	Camp Lejeune, NC to Knoxville, TN	2	10
2	Camp Lejeune, NC to Panama City, FL	2	5
12	Twentynine Palms, CA to Camp Lejeune, NC	4	5
4	Twentynine Palms, CA to Camp Pendleton, CA	2	10
2	Twentynine Palms, CA to Fort Irwin, CA	2	14
1	Twentynine Palms, CA to Fort Irwin, CA	1	3

SECTION 7 - SPECIAL CONTRACT REQUIREMENTS

NOTE: The Section numbers in this TO correspond to the Section numbers in the JCITP BPA. Section 7 of the contractor's JCITP BPA is applicable to this TO and is hereby incorporated by reference. In addition, the following applies:

7.1 PERSONNEL

The contractor shall provide a workforce that are U.S. citizens and have the ability to proficiently communicate in the English language.

It is required that contractor personnel supporting Tasks 2 (PWS section 2.3.2) have the following:

- a. Minimum four years of Military experience.
- b. Experience with adult learning methodologies.
- c. Clearance eligibility at the secret level

It is desired that contractor personnel supporting Tasks 2 (PWS section 2.3.2) have the following:

- a. Experience with MCES MLFs and MCES training initiatives

It is desired that contractor personnel supporting TASK 3: SUBTASK 1 (PWS section 2.3.3.1) have the following:

- Basic Instructor Course certification within last five years.
- Understanding of Systems Approach to Training (SAT).
- Understanding of adult learning methodologies with the ability to articulate and implement them through the development of SAT compliant curriculum.
- Minimum ten years military experience with honorable discharge.
- Clearance eligibility at the secret level
- Experience with MCES MLFs, MCES training initiatives, and academics at the university level involved with IED research.

7.1.2 KEY PERSONNEL

The following are the minimum personnel who shall be designated as "Key." The Government does not intend to dictate the composition of the ideal team to perform this TO. Therefore, the Government encourages and will evaluate the qualifications and appropriateness of additional Key Personnel as proposed by the offeror.

- a. Project Manager (PM)

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- b. Principal Subject Matter Experts / Site Leads
- c. Operations Leads
- d. Mountain Warfare Training Center Evaluator
- e. Curriculum Managers

The Government desires that Key Personnel be assigned for the duration of the TO. Key Personnel may be replaced or removed subject to Section 7.1.3, Key Personnel Substitution.

7.1.2.1 PROJECT MANAGER

The PM must possess a current Secret clearance determination reflected in Joint Personnel Adjudication System (JPAS).

It is required that the PM has the following qualifications:

- a. Experience managing large, complex DoD contracts or task orders similar in size and scope to the requirements as described in this TO.
- b. Project Management Professional (PMP) certification or equivalent level certification.

It is desirable that the PM has the following qualifications:

- c. Experience providing training support services in a CONUS and OCONUS environment, including support services under hazardous conditions.
- d. Experience integrating information, analysis, technology, and interagency collaboration for training support to enable effective and efficient dissemination of C-IED training.
- e. Proven ability through documented experience to serve as the contractor's POC for all contractual matters and to represent the contractor in communications with the CO, COR, and TPOC.
- f. Documented experience to formulate and enforce work standards, assign contractor schedules, review work discrepancies, supervise personnel, and communicate policies, purposes, and goals of the organization to subordinates.

7.1.2.2 PRINCIPAL SUBJECT MATTER EXPERT(P SME)/ SITE LEAD

It is required that all PSME's/Site Leads proposed as Key Personnel have the following:

- a. Minimum of eight years' military experience at the company (or equivalent level) and above.
- b. Operational experience in a deployed environment within the past 8 years
- c. Previous experience as a formal instructor.
- d. Previous military experience at the enlisted rank of E-7 and above or officer rank of O-3 and above with honorable discharge.
- e. Previous military experience at the Company (or equivalent) level and above.
- f. Clearance eligibility at the secret level

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It is desirable that the PSME/Site Lead have the following:

- a. Experience in support of C-IED training programs in forward deployed areas of operation.
- b. Prior OCONUS deployments as a contractor or while serving in the military.
- c. Previous experience with updating and developing MLFs.
- d. Previous military experience at a Formal Learning Center (School).

7.1.2.3 OPERATIONS LEAD (Op Lead)

It is required that all Operation Leads proposed as Key personnel have the following:

- a. Previous Military experience
- b. Previous military experience within a Battalion (or equivalent) level and above Operations Section
- c. Military career-level professional military education completion (USMC Expeditionary Warfare School or Service equivalent)
- d. Clearance eligibility at the secret level

It is desirable that Operation Leads have the following:

- a. Military intermediate-level professional military education completion (USMC Command and Staff College or Service equivalent).
- b. Military experience, within the last seven years, at the enlisted rank of E-8 and above or officer rank of O-4 and above with honorable discharge.
- c. Previous military experience at a Formal Learning Center (School).
- d. Experience working within a joint environment

7.1.2.4 MOUNTAIN WARFARE TRAINING CENTER EVALUATOR

It is required that all Mountain Warfare Training Center Evaluator proposed as Key personnel have the following:

- a. Minimum 8 Years military experience with honorable discharge.
- b. Operational experience in a deployed environment within the past 8 years
- c. Previous experience as a formal instructor.
- d. Military experience at the enlisted rank of E-7 and above or officer rank of O-3 and above with honorable discharge.
- e. Previous military experience at the Company (or equivalent) level and above.
- f. Clearance eligibility at the secret level

It is desired that all Mountain Warfare Training Center Evaluator have the following:

- a. Military experience in executing C-IED Defeat the Device Tactics, Techniques, and Procedures within the past 8 years.
- b. Previous military experience at a Formal Learning Center (School)

7.1.2.5 CURRICULUM MANAGERS

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It is required that all Curriculum Managers proposed as Key personnel have the following:

- a. Curriculum developer course and basic instructor Course certification
- b. Previous experience in Systems Approach to Training (SAT)
- c. Minimum ten years military experience with honorable discharge
- d. Clearance eligibility at the secret level

It is desired that the Curriculum Managers have the following:

- a. Previous military experience at a Formal Learning Center (School)

7.1.3 KEY PERSONNEL SUBSTITUTION

The contractor shall not replace any personnel designated as Key Personnel without the written concurrence of the CO. Prior to utilizing other than personnel specified in proposals in response to a RFQ, the contractor shall notify the Government CO and the COR of the existing TO. This notification shall be no later than ten calendar days in advance of any proposed substitution and shall include justification (including resume(s) and labor category of proposed substitution(s)) in sufficient detail to permit evaluation of the impact on TO performance.

Substitute personnel qualifications shall be equal to, or greater than, those of the personnel being substituted. If the Government CO and the COR determine that a proposed substitute personnel is unacceptable, or that the reduction of effort would be so substantial as to impair the successful performance of the work under the TO, the contractor may be subject to default action as prescribed by FAR 52.249-6 Termination (Cost Reimbursement) or FAR 52.249-8, Default (Fixed-Price Supply and Service).

7.2 GOVERNMENT-FURNISHED PROPERTY (GFP)

The GFP is listed in Section 9 - List of Attachments, (Attachment G). The contractor shall coordinate with the MCES TPOC to initiate the transfer of GFP. Prior to the official transfer the contractor shall participate in a joint inventory inspection. The government will provide detailed information on equipment condition, sustainment cost, and anticipated replacement date for all GFP, post award. GFP receipt and management shall be detailed as part of the contractors Transition –In plan.

The contractor shall furnish its employees with laptops, peripherals and necessary software to support and enable effective execution of all essential tasks defined in this PWS.

Access to Government offices and equipment such as computers, desks, telephones and telephone ID cards as necessary, facsimile machines, etc., shall be provided by the Government to facilitate completion of assigned tasks.

On-site contractor personnel shall be located in various Government buildings worldwide. On site contractor personnel shall have access to Government facilities, telephones, computers, and networks (e.g., NIPRNET, SIPRNET, JWICS, etc.) as needed in the performance of this TO.

SECTION 7 - SPECIAL CONTRACT REQUIREMENTS

7.3 GOVERNMENT-FURNISHED INFORMATION (GFI)

The Government will provide the contractor with necessary information to conduct, manage, and support training IAW with the standards established by the MCES. GFI will be provided post award and includes but is not limited to the following:

1. Master Lesson Files: Each MLF includes the Lesson Plan, Instructor Guide, Classroom Presentation (PowerPoint), Practical Application Guide, and Concept Card. Each MLF has two versions - OEF and Global.
2. Mobile Training Cadre Standard Operating Procedures
3. Applicable USMC and Joint doctrine, policy, and orders
4. Applicable MCES policy and orders
5. JIEDDO C-IED Smart Kit
6. CREW Systems SmartCard
7. CVRJ Computer Based Training CD
8. Thor III Computer Based Training CD
9. CREW Preventative Maintenance Checks and Services
10. Universal Test Set Computer Based Training CD
11. Access through NIPR and SIPR of military operations reports, assessments, and after actions
12. Any applicable new information in the above categories that may be developed or supports the development and/or improvement of training.

Access to the necessary Logistics information shall be provided by the Government as required.

7.4 SECTION 508 REQUIREMENTS

The contractor shall comply with Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d). Specifically, the procurement, development, maintenance, or integration of electronic and information technology (EIT) under this contract must comply with the applicable accessibility standards issued by the Architectural and Transportation Barriers Compliance Board at CFR part 1194.

7.5 SECURITY REQUIREMENTS

All security requirements for this task are defined in the Department of Defense (DD) Form 254.

For Key Personnel, as stated in Section 7.1.2 and all on-site support requirements associated with this TO, the contractor shall provide personnel who have a Secret clearance adjudicated by the Defense Industrial Security Clearance Office (DISCO).

Prior to nomination, the nominee completes a Standard Form 86, Questionnaire for National Security Positions, which does not contain any derogatory or disqualifying information as defined in DoD 5200.2-R and DoD Personnel Security Program

The contractor shall be familiar with DoD and JSOC regulatory policies and procedures pertaining to the handling, marking, storing, and transmission of classified material. The contractor shall work with material classified up to SECRET, but shall be required to have access

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to TS/SCI material. The contractor therefore must have a current TS facility clearance from the Defense Security Service.

The contractor shall require access to Communications Security (COMSEC) information, SCI intelligence information, NATO information, Foreign Government information, and For Official Use Only (FOUO) information, Special Access Program /Special Access Required (SAP/SAR), Critical Nuclear Weapons Design Information (CNWDI), Restricted Data (RD), and Formerly Restricted Data (FRD).

The contractor shall provide the appropriate documentation to the Government in order to be provided with the Government CAC, as required. The contractor shall comply with all DoD regulations concerning the acquisition of Common Access Cards (CAC) for all contractor personnel, in accordance with the policies and procedures currently in use at each customer location. The contractor Facility Security Officer (FSO) shall submit DD Form 369 police record check with favorable Federal Bureau of Investigations (FBI)/National Agency Check with Inquiries (NACI) inquiry. In addition all contractors whom do not have AKO will request the COR as the sponsor prior to submitting for a CAC.

The contractor shall provide each employee an identification (ID) badge which shall indicate the date of the start of the contract or the employees' employment start date. The ID badge shall be made of non-metallic material. The badge shall be easily readable and include employee's name, contractor's name, functional area of assignment, and color photograph. The CO or his or her authorized representative shall approve the ID badge template before the start date.

Contractor personnel shall wear the ID badge at all times when performing work under this TO to include attending Government meetings and conferences within the facility. The contractor shall wear the ID badge in a conspicuous place on the front of exterior clothing and above the waist except when safety or health reasons prohibit such placement.

Contractor personnel not requiring a personnel security clearance, but performing Automated Data Processing (ADP) sensitive duties, are subject to investigative and assignment requirements IAW DoD 5200.2R, DoD Personnel Security Program, and affiliated regulations. The contractor shall bear the cost of any security clearances required for performance. The contractor shall provide escort for non-cleared personnel.

The Government will be responsible for obtaining security certification for all equipment/systems processing classified information. The Government will identify security certification requirements to the contractor during review of the initial site survey. The contractor shall ensure its operation and maintenance procedures comply with those regulations identified within the DD254, Contract Security Classification Specification, which is a part of this contract.

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7.6 ORGANIZATIONAL CONFLICT OF INTEREST AND NON-DISCLOSURE REQUIREMENTS

7.6.1 ORGANIZATIONAL CONFLICT OF INTEREST

If the contractor has or is currently providing support or anticipates providing support to JIEDDO or MCES that creates or represents an actual or potential organizational conflict of interest (OCI), the contractor shall immediately disclose this actual or potential OCI in accordance with FAR Subpart 9.5. The contractor is also required to complete and sign an Organizational Conflict of Interest Statement in which the contractor (and any subcontractors, consultants or teaming partners) agrees to disclose information concerning the actual or potential conflict with any quote for any solicitation relating to any work in the TO. All actual or potential OCI situations shall be handled in accordance with FAR Subpart 9.5.

7.6.2 NON-DISCLOSURE REQUIREMENTS

If the contractor acts on behalf of, or provides advice with respect to any phase of an agency procurement, as defined in FAR 3.104-4, then the contractor shall ensure that all its personnel (to include subcontractors, teaming partners, and consultants) who will be personally and substantially involved in the performance of the TO:

- a. Execute and submit an Corporate Non-Disclosure Agreement (NDA) Form (Section 9 - List of Attachments, (Attachment H) prior to the commencement of any work on the TO, and
- b. Are instructed in the FAR 3.104 requirements for disclosure, protection, and marking of contractor bid or quote information, or source selection information.

All proposed replacement contractor personnel also must submit a Non-Disclosure Agreement and be instructed in the requirements of FAR 3.104. Any information provided by contractors in the performance of this TO or obtained by the Government is only to be used in the performance of the TO. The contractor shall put in place appropriate procedures for the protection of such information and shall be liable to the Government for any misuse or unauthorized disclosure of such information by its personnel, as defined above.

7.7 LONG- DISTANCE TRAVEL

The TPOC and FEDSIM COR will approve all travel requirements/requests before the travel is to commence. The contractor shall be entitled to recovery of **reasonable** transportation costs incurred for employees. Contractor will not be reimbursed for long term or short term leased vehicles. Note: Transportation rental costs that exceed the compact vehicle class will not be reimbursed unless proper explanation of need is provided and authorization is given by the TPOC and FEDSIM COR. The reimbursement of travel will be accomplished when the contractor submits an invoice for travel along with supporting documentation (receipts as required by FTR).

Expenses for subsistence and lodging will be reimbursed to the contractor only to the extent where overnight stay is necessary and authorized by the FTR in effect at the time of the stay for the specific location. All travel and per diem expenses will be reimbursed in accordance with the

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FTR. FTR requires receipts for travel expenditures of \$75.00 or more. The receipts shall be submitted with invoices.

Lodging and Meals: When practicable and available the deployed contractor shall be granted Full Logistics Support Privileges while in a deployed environment that is equivalent up to GS-13. The Government agrees to provide lodging and meals (on a non-reimbursable basis) to the permanent contractor personnel (less local national personnel) in cases where convenient, U.S.-approved, and commercial facilities are not readily available. It is understood that Government lodging will be provided on a space available basis. At no time will the unavailability of lodging be interpreted as Government approval for deviation to policies in place for Force Protection.

7.7.1 - ADDITIONAL TRAVEL REQUIREMENTS

Contractor personnel traveling overseas shall be required to meet all requirements mandatory for travel approval. Requirements may include the following:

- a. **Physicals:** The contractor shall ensure physical and medical evaluations are conducted on all deployable and/or mission-essential employees to ensure they are medically fit and capable of enduring the rigors of deployment in support of a military operation. Pre-deployment and travel medicine services for contracted employees, including immunizations, TB testing, dental panograph, and evaluation of fitness, are the responsibility of the contractor.
- b. **Passports:** The contractor shall ensure that all personnel receive and acquire the proper legal documentation for OCONUS travel.

7.7.2 VEHICLE AND EQUIPMENT OPERATION

The contractor shall ensure employees possess the required civilian licenses to operate the equipment and vehicles necessary to perform contract requirements in the theater of operations IAW the PWS. Before operating any military-owned or leased equipment or vehicle, the contractor employee shall provide proof of license (issued by an appropriate Governmental authority) to the COR. The Government shall provide training and license contractor employees to operate military-owned or leased equipment and vehicles. The contractor and its employees shall be held jointly and severally liable for all damages resulting from the unsafe or negligent operation of military-owned or leased equipment and vehicles.

Contractors operating military-owned, leased, or rented equipment and vehicles, as required by the TO, shall be authorized access to fuel cards for petroleum and oil products and fuel access points in the theater of operation.

7.7.3 INSURANCE

Prior to commencement of work hereunder, the contractor shall furnish to the CO, a certificate or written statement of the following required insurance. The policies evidencing the required insurance shall contain an endorsement to the effect that any cancellation or any material change in the policy adversely affecting the interests of the Government in such insurance shall not be effective for such periods as may be prescribed by the laws of the state in which this TO is to be

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performed and in no event less than 30 days after written notice thereof to the CO. The contractor agrees to insert the substance of this clause in all subcontracts hereunder.

The following types of insurance are required in accordance with the clause entitled "Insurance Work on a Government Installation," FAR 52.228-5 and shall be maintained in the minimum amounts shown below:

Workmen's Compensation and Employer's Liability Insurance: Minimum amount of: \$100,000. (Note: The states of California, New Jersey, New York, and Rhode Island have imposed upon employers the obligation to afford benefits for non-occupational disability as well as for disability in the course of and arising out of employment. Employers may, under State law, be given the option of insuring with companies, or underwriters, or of self-insuring this obligation.)

7.7.3.1 DEFENSE BASE ACT INSURANCE

Pursuant to FAR 28.305, Defense Base Act (DBA) insurance coverage provides workers compensation benefits (medical, disability, death) in the event of a work-related injury or illness outside the U.S.

The Government requires that employees hired by contractors and subcontractors who work internationally be protected by the DBA coverage, regardless of their assignment and/or location unless a waiver has been obtained by the U.S. Department of Labor.

7.7.3.2 MEDICAL AND DENTAL

DFARS clause 252.225-7040 Contractor Personnel Authorized to Accompany U.S. Armed Forces Deployed Outside the United States is incorporated by reference.

Also see Special Clause 5152.225-5902.

7.7.3.3 HEALTH AND LIFE INSURANCE

The contractor shall ensure that insurance is provided to its deployed employees for the theater of operations and allow traveling in military vehicles.

7.7.3.4 AUTOMOBILE INSURANCE

Comprehensive Automobile Insurance: \$200,000 per person and \$500,000 per occurrence for bodily injury and \$20,000 per occurrence for property damage. Comprehensive General Liability \$500,000 per occurrence:

7.8 DEPLOYMENT REQUIREMENTS

The requirements of this TO have been identified by the Government as being essential to the mission and operational readiness of the U.S. Armed Services operating worldwide; therefore, the contractor may be required to perform this TO during crisis situations (including war or a state of emergency), contingencies or exercises in the identified area of operations, also known as theatre of operations, subject to the requirements and provisions listed below. These requirements apply to all personnel deployed to the Area of Responsibility (AOR), regardless if they are temporary travelers or permanently deployed.

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The contractor shall be responsible for performing all requirements of this TO notwithstanding crisis situations, contingencies or exercises, including, but not limited to, the existence of any state of war, whether declared or undeclared, or state of emergency, by the U.S. or the host nation, commencement of hostilities, internal strife, rioting, civil disturbances, or activities of any type which would endanger the welfare and security of U.S. Forces in the host nation. Failure by the contractor to perform may subject the contractor to a termination of this TO for default. If a crisis situation, contingency, or exercise is determined, an equitable adjustment may be negotiated.

Crisis situations and contingency operations shall be determined by the overseas theater Commander-in-Chief, or when Defense Readiness Condition (DEFCON) Three is declared for that area.

Contractor personnel will be integrated into Government contingency plans and afforded the same rights, privileges, protection, and priority as U.S. Government personnel. The Government will provide security, housing, and messing facilities for contractor personnel should conditions warrant.

7.9 IN-THEATER CONTRACTOR COMPLIANCE

The contractor shall ensure that all contractor employees, including sub-contractors, shall comply with all guidance, instructions, and general orders applicable to U.S. Armed Forces and DoD civilians and issued by the Theater Commander or his/her representative. This shall include any and all guidance and instructions issued based upon the need to ensure mission accomplishment, force protection and safety.

The contractor shall comply, and shall ensure that all deployed employees and agents comply, with pertinent Service and DoD directives, policies, and procedures. The contractor shall ensure compliance with all Federal statutes, judicial interpretations and international agreements (e.g., Status of Forces Agreements, Host Nation Support Agreements, etc.) applicable to U.S. Armed Forces or U.S. citizens in the area of operations. The CO will resolve disputes.

7.10 THEATER RISK ASSESSMENT AND MITIGATION

The contractor shall ensure physical and medical evaluations are conducted on all deployable and/or mission essential employees to ensure they are medically fit and capable of enduring the rigors of deployment in support of a military operation.

For badging and access purposes, the contractor shall provide the TPOC and COR a list of all employees (including qualified subcontractors and/or local vendors being used in the area of operations) with all required identification and documentation information.

The contractor shall brief its employees regarding the potential danger, stress, physical hardships and field living conditions. The contractor shall require all its employees to acknowledge in writing that they understand the danger, stress, physical hardships, and field living conditions that are possible if the employee deploys in support of military operations.

The contractor shall designate a point of contact for all of its plans and operations..

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7.11 FORCE PROTECTION

While performing duties IAW the terms and conditions of the TO, the Government will provide force protection to contractor employees commensurate with that given to DoD and Government civilians in the theater of operations area. The Government makes no guarantee to the safety or force protection provided for contractor personnel. As required by the operational situation, the Government will relocate contractor personnel (who are citizens of the U.S., alien resident in the U.S. or third-country nationals, and not resident in the host nation) to a safe area or evacuate them from the theater of operations. The U.S. State Department has responsibility for evacuation of non-essential personnel.

Contractor employees should be made aware of force protection options and NOT take any actions that would put themselves in harm's way beyond what is reasonable and expected from the conditions offered by the services.

7.12 PASSPORTS, VISA, AND CUSTOMS

The contractor is responsible for obtaining all passports, visas, or other documents necessary to enter and/or exit any area(s) identified by the PWS and TPOC for contractor employees. All contractor employees shall be subject to the customs processing procedures, laws, agreements, and duties of the country in which they are deploying to and the procedures, laws, and duties of the U.S. upon re-entry. The contractor is required to register all personnel with the appropriate U.S. Embassy or Consulate, as designated by theater operating procedures.

7.13 LIVING UNDER FIELD CONDITIONS

The Government will provide to contractor employees deployed in the theater of operations the equivalent field living conditions, messing facilities, Government billeting, routine medical and dental care, military banking and Finance Accounting Office, sanitary facilities, mail delivery, laundry service, transportation (aircraft, train, bus, and auto), access to commissary, and exchange privileges to include rationed items and other available support afforded to Government employees and military personnel in the theater of operations.

7.14 ANNUAL MANDATORY TRAINING REQUIREMENTS

The contractor shall attend recurring annual and occasional one-time training as required by the Government. This training includes, but is not limited to: Anti-Terrorism, Computer Security, Information Assurance, Operations Security, Subversion and Espionage Directed against the Army (SAEDA), and Mobilization Safety. The contractor shall develop required documentation and periodic reporting to ensure that each is accurate, current, and complete.

7.15 TRANSFER OF HARDWARE/SOFTWARE MAINTENANCE AGREEMENTS

If the offeror proposes to provide any commercial computer software ("Commercial Software") as part of its proposed solution in response to this Solicitation, the offeror shall ensure that any software license agreement ("License Agreement") associated with such Commercial Software and intended to bind the Government complies with the FAR clause at 12.212(a), which provides, in relevant part, that commercial computer software and documentation shall be acquired under licenses customarily provided to the public "to the extent such licenses are

SECTION 7 - SPECIAL CONTRACT REQUIREMENTS

consistent with Federal law." The most common examples of areas of non-compliance are set forth in the following table, which is provided for information purposes only and does not constitute an exhaustive list.

The requirement to propose compliant License Agreements shall apply regardless of whether the original rights holder to the Commercial Software ("Licensor") is the offeror, its subcontractor, or a third party, in the case of third-party software embedded or provided with the Commercial Software. Further, this requirement shall apply regardless of the format or title of the License Agreement (i.e., whether entitled "Software License Agreement," "End User License Agreement," "Terms of Service," or otherwise and whether presented in hard copy or in a clickwrap or other electronic format). For the avoidance of doubt, this may require the offeror to negotiate with its Licensors and to obtain a revised version of the License Agreement. License Agreements incorporated into a company's existing Schedule 70 or other Government contract are not exempt from this requirement.

If proposing Commercial Software, the offeror shall include a statement in its proposal confirming that all applicable License Agreements will comply with the requirement of this Section 7, *Special Contract Requirements* (actual License Agreements need not be submitted prior to award). Non-compliance identified after award may entitle the Government to terminate the contract and seek any or all available remedies for breach of contract.

Commercial Terms*	Legal Restriction	Action**
Contract Formation and Modification	Under FAR 1.601(a), in an acquisition involving the use of appropriated funds, an agreement binding on the Government may only be entered into by a duly warranted CO in writing. Under FAR 43.102, the same requirement applies to contract modifications affecting the rights of the parties.	Any provisions purporting to form a contract binding on the U.S. Government by any other means (e.g., use, download, click through terms, etc.) must be deleted. The same applies to provisions allowing for License Agreement terms to be changed unilaterally by the Licensor.

SECTION 7 - SPECIAL CONTRACT REQUIREMENTS

Commercial Terms*	Legal Restriction	Action**
Patent or Other Type of Intellectual Property Indemnity – sellers of products or services often provide that in the event of claim or litigation alleging infringement of patent rights asserted by some third party that the seller will indemnify the buyer, provided that the buyer provide notice of the claim or litigation, and that the seller assume control of the litigation and any proposed settlement.	Under the authority of 28 U.S.C. § 516, only the Attorney General, acting by and through the attorneys of the U.S. Department of Justice, may represent the U.S. Government in litigation.	The patent or other type of intellectual property indemnity clause remains in effect, but any undertaking to "defend" the Government or any requirement that the seller control litigation and/or any proposed settlement is to be deleted.
General Indemnity – sellers of products or services provide that in the event of any litigation arising from the buyers use of the product or service that buyer will indemnify seller's litigation costs and damages (if any).	Agreements to pay the attorney fees of a private party require a statutory waiver of sovereign immunity. Agreements to pay some indeterminate amount of money in the future violate the restrictions of the Anti-Deficiency Act, 31 U.S.C. § 1341(a)(1) and the Adequacy of Appropriations Act, 41 U.S.C. §11.	General Indemnity clauses must be removed from the License Agreement.
Arbitration of Disputes – sellers of products or services provide that any disputes with buyer must be resolved through binding arbitration without recourse to litigation in state or federal courts.	Federal Agencies are not allowed to use binding arbitration unless the head of the agency has promulgated guidance through administrative rulemaking on the use of binding arbitration. <i>See</i> 5 U.S.C. § 575. At the time of this Solicitation release, GSA has not done so.	Binding Arbitration clauses must be removed from the License Agreement.

SECTION 7 - SPECIAL CONTRACT REQUIREMENTS

Commercial Terms*	Legal Restriction	Action**
Venue, Jurisdiction and Choice of Law – sellers of products or services provide that jurisdiction of any dispute will be in a particular state, federal or foreign court or that particular state or foreign law will govern.	Litigation where the U.S. Government is a defendant must be heard either in U.S. District Court (28 U.S.C. § 1346) or the U.S. Court of Federal Claims (28 U.S.C. §1491). The U.S. Government, as the sovereign, does not contract under state or foreign law. Depending on the subject matter of the dispute, the Contract Disputes Act or other applicable law will govern.	Clauses claiming that disputes will only be heard in state court will be revised to allow disputes in Federal court. Choice of law clauses must be deleted.
Equitable Remedies – sellers of products or services provide that in the event of a dispute concerning patent or copyright infringement that the end user agree that an injunction is appropriate.	The only remedy provided for copyright or patent infringement against the U.S. Government is monetary damages. <i>See</i> 28 U.S.C. § 1498.	Equitable remedy clauses must be removed.
Negative Options – sellers of products or services provide that option periods will automatically be exercised unless affirmative action is taken by the buyer to not exercise the option.	Agreements to pay money in advance of appropriations violate the restrictions of the Anti-Deficiency Act, 31 U.S.C. § 1341(a)(1) and the Adequacy of Appropriations Act, 41 U.S.C. §11.	Negative option clauses must be removed.

SECTION 7 - SPECIAL CONTRACT REQUIREMENTS

Commercial Terms*	Legal Restriction	Action**
Limitation of Liability	Various (see next column)	Limitation of liability clauses may be included in accordance with the Licensor's standard commercial practices, except that such clauses may not operate to impair or prejudice the U.S. Government's right (a) to recover for fraud or crimes arising out of or relating to this TO under any Federal fraud statute, including without limitation the False Claims Act (31 U.S.C. §§3729 through 3733), or (b) to express remedies provided under any FAR or GSAR incorporated into this TO.
Integration/Order of Precedence Clauses		Any provisions purporting to invalidate or supersede the terms of the Government TO resulting from this Solicitation (such provisions are frequently found in "entire agreement" clauses) must be removed from the License Agreement.

* The following standard commercial terms are deemed non-compliant within the meaning of this clause.

** The License Agreement will be deemed compliant when the action specified in this column is successfully implemented.

7.16 APPLICABLE DIRECTIVES / REFERENCES

Document Type	No./Version	Title	Date
USMC SAT Manual		Marine Corps Systems Approach to Training (SAT) Manual	10/2003
MCTIMS Software		Marine Corps Training Information Management System (MCTIMS)	01/2006
(CJCSI) JCIDS	CJCSI 3170.01H	Joint Capabilities Integration and Development System (JCIDS)	01/2012
MCES C-IED MTC		COUNTER IMPROVISED	11/2011

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SECTION 7 - SPECIAL CONTRACT REQUIREMENTS

SOP's (see Section 9 - List of Attachments- Attachment O)		EXPLOSIVE DEVICE (C-IED) MOBILE TRAINING CADRE (MTC) STANDING OPERATING PROCEDURES	
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SECTION 8 - CONTRACT CLAUSES

NOTE: The Section numbers in this TO correspond to the Section numbers in the JCITP BPA. Section 8 of the contractor's JCITP BPA is applicable to this TO and is hereby incorporated by reference. The base GSA Schedule clauses are also applicable to this TO.

8.1 FAR Clauses:

8.1.1 Full Text Clauses

52.251-1 GOVERNMENT SUPPLY SERVICES (APR 1984)

The Contracting Officer may issue the Contractor an authorization to use Government supply sources in the performance of this contract. Title to all property acquired by the Contractor under such an authorization shall vest in the Government unless otherwise specified in the contract. Such property shall not be considered to be "Government-furnished property," as distinguished from "Government property." The provisions of the clause entitled "Government Property," except its paragraphs (a) and (b), shall apply to all property acquired under such authorization. (End of clause)

52.217-8 OPTION TO EXTEND SERVICES (AUG 1989)

The Government may require continued performance of any services within the limits and at the rates specified in the Task Order. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor 30 days, prior to TO expiration.

8.2 DEFENSE FEDERAL ACQUISITION REGULATION SUPPLEMENTS (DFARS) CLAUSES INCORPORATED BY REFERENCE

The full text of a provision may be accessed electronically at:

Defense Procurement website: www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html

Clause No	Clause Title	Date
232.703-1	CONTRACT FUNDING	(April 2006)
252.225-7040	CONTRACTOR PERSONNEL AUTHORIZED TO ACCOMPANY ARMED FORCES DEPLOYED OUTSIDE THE UNITED STATES	(FEB 2013)

SECTION 9 - LIST OF ATTACHMENTS

The information provided in Section 9 - List of Attachments is for reference only. The documents in Section 9 - List of Attachments are not intended to change the RFQ and any conflict therein should be resolved by referring and relying upon the RFQ. Because the Section 9 - List of Attachments reference materials may be outdated or contain information that has not been recently verified for accuracy, the Government does not warrant the accuracy of the information for purposes of this RFQ.

9.1 LIST OF ATTACHMENTS

Attachment	Title
A	COR Appointment Letter (provided upon award)
B	Monthly Status Report
C	Travel Authorization Template
D	Consent to Purchase Template (electronically attached .xls)
E	Request to Initiate Purchase Template (electronically attached .xls)
F	After Instruction Report (AIR) Template
G	Government-Furnished Property(electronically attached .xls)
H	Corporate Non-Disclosure Agreement (NDA)
I	FAR 51 Deviation information
J	Performance Requirements Summary And Roadmap
K	Acronym List
L	Problem Notification Report
M	Historical list of MLF Consumable Materials
N	Key Personnel Qualification Matrix (To be removed at time of award)
O	SOP Annex documents (electronically attached separately .zip)
P	Project Staffing Plan Table
Q	MLF Pricing Sample table

SECTION 9 - LIST OF ATTACHMENTS

ATTACHMENT A

COR APPOINTMENT LETTER
(Separately Attached)

MONTHLY STATUS REPORT FOR (MONTH AND YEAR)

Contractor Name

Task Order Number

Prepared by:

Reporting Period:

- 1) Summary of work performed by task area:
- 2) Summary of work planned for the next reporting period:
- 3) Milestones and updates against tasks/activities:
- 4) Progress toward open efforts:
- 5) Significant variances in planned versus actual performance, with an explanation as needed:
- 6) Problems and corrective actions taken; (include issues or concerns and proposed resolutions to address them):
- 7) Personnel gains, losses, and status (security clearance):
- 8) Government actions required:
- 9) Summary of trips taken (attach Trip Reports to the MSR for reporting period):
- 10) Accumulated invoiced cost for each CLIN up to the previous month for LH:
- 11) Projected cost of each CLIN for the current month for LH:

Attachment C

REQUEST FOR TRAVEL AUTHORIZATION			
<i>**Request must contain this information at a minimum</i>			
Date		Travel Request No.	
FEDSIM Project Number		Contract No.	
TO CLIN Number		Task Order No.	
Project Title			
Name of Traveler			
Name of Company (Contractor/Subcontractor)			
Origination			
Destination			
Departure Date			
Return Date			
Organization(s) Visited			
Purpose of Travel			
Requested by	Name of Government Person		

Attachment C

Trip Report Required	Yes			
		Daily Amt	No of Days	Totals
<u>Estimated Travel Costs</u>	Airfare for 1 person			\$ -
	Rental Car			\$ -
	Lodging			\$ -
	Lodging & Taxes			
	MIE			\$ -
	Transportation			\$ -
	Parking at Airport			\$ -
	Other: POV & Gas			\$ -
	Other: {Identify}			\$ -
	Subtotal			\$ -
<u>G&A:</u>	G&A @ X %:			\$ -
	Total			\$ -
<u>HRC Technical POC</u>	Typed Name			
	(Signature)			
COR Approval	Typed Name			
	Signature and Date			

Attachment D



Attachment D -
Consent to Purchase.

Attachment E



Attachment E -
Request to Initiate Pu

Attachment F
After Instruction Report (AIR) Template (also available in SOP's as Annex B)

ENGINEER CENTER OF EXCELLENCE					DATE:	
LESSON TITLE:			LESSON ID:			
INSTRUCTOR:			CLASS NUMBER:			
NUMBER OF IRFs:			NUMBER OF STUDENTS:			
INSTRUCTIONS TO INSTRUCTOR: The Instructional Rating Form (IRF) allowed students to use a 1 to 4 rating scale with the level of agreement or disagreement as follows: Strongly Disagree = 1, Disagree = 2, Agree = 3, or Strongly Agree = 4. NA is on the IRF as an option for statements that are not applicable. For the After Instruction Report (AIR), calculate how many student(s) circled "1" and place that number in the blank under "1" beside the corresponding question. Follow the same procedure for the ratings of "2", "3", and "4". The instructor should address all negative responses ("1's" or "2's") under the instructor comments.						
1. INSTRUCTOR: Questions related to the instructor.		1	2	3	4	NA
a. The instructor showed a thorough knowledge of the course material.						
b. The instructor communicated the lesson material in a way that could be easily understood.						
c. The instructor gave precise instructions concerning in-class exercises.						
d. The instructor encouraged student participation.						
e. Student's questions were answered in a professional (not demeaning to the student) manner.						
2. LESSON CONTENT: Questions related to the lesson content.		1	2	3	4	NA
a. The content was presented at the right pace.						
b. The environment of the class was interactive.						
3. SAFETY: Questions related to safety.		1	2	3	4	NA
a. Lesson related safety to job performance.						
b. Cease Training procedures were adequately explained.						
c. Safety precautions were reemphasized prior to commencing task.						
d. Safety was paramount at all times.						
e. Equipment/material was safe for use.						
4. METHODS/MEDIA: Questions related to Methods/Media.		1	2	3	4	NA
a. The in-class exercises required in the course were worthwhile learning experiences.						
b. The instructional method(s) used in presenting the class material enhanced my ability to learn/perform the concept/task.						
c. The media complimented instruction.						
5. STUDENT: Questions indicating student's perspective of any noted increased in his/her knowledge level. Refer to questions 5a and 5b to answer the questions below. Place number of students who indicate an increase in knowledge level in "a" and number of student indication NO increase in knowledge level in "b".						
a. How many students increased their knowledge to "Average", "Above Average", or "Expert"? (For example, if a student answers 5a on IRF as "None" and answers 5b as "Average," then the student perceives an increase in his/her knowledge level).						
b. How many students indicated that there was no change in their knowledge level? (For example, if a student answers 5a as "Average" and answers 5b as "Average," then no change has occurred in knowledge level).						

Attachment F
After Instruction Report (AIR) Template (also available in SOP's as Annex B)

AFTER INSTRUCTION REPORT (Page 2)
Comments (as noted by students from Instructional Rating Forms IRF):
Instructor Comments:
Comments: <div style="text-align: right; margin-top: 20px; margin-right: 50px;">_____ TEAM LEADER Signature/Date</div>

Attachment F
After Instruction Report (AIR) Template (also available in SOP's as Annex B)

Additional Comments:



Attachment G -
GFP.xlsx

NON-DISCLOSURE AGREEMENT

BETWEEN

U.S. GENERAL SERVICES ADMINISTRATION (GSA)

FEDERAL SYSTEMS INTEGRATION AND MANAGEMENT CENTER (FEDSIM)

AND

Offeror Company Name

This agreement, made and entered into this _____ day of _____, 2014 (the "Effective Date"), is by and between GSA and **Offeror Company Name**.

WHEREAS, Offeror Company Name and GSA FEDSIM have entered into Task Order No. **XXXXXXXXXXXX** for services supporting the JOINT IED DEFENSE ORGANIZATION (JIEDDO) JOINT CENTER OF EXCELLENCE(JCOE) COUNTER IMPROVISED EXPLOSIVE DEVICE (CIED) ANALYSIS ROTATIONAL SUPPORT (CAR);

WHEREAS, Offeror Company Name is providing Enterprise Technology Support services under the Task Order;

WHEREAS, the services required to support the JIEDDO JCOE CAR requirement, involve certain information which the Government considers to be "Confidential Information"¹ as defined herein;

WHEREAS, GSA desires to have **Offeror Company Name** support to accomplish the Task Order services and, therefore, must grant access to the Confidential Information;

¹ This does not denote an official security classification.

WHEREAS **Offeror Company Name** through its work at a Government site may have access to Government systems or encounter information unrelated to performance of the Task Order which also is considered to be Confidential Information as defined herein;

WHEREAS, GSA on behalf of JIEDDO JCOE desires to protect the confidentiality and use of such Confidential Information;

NOW, THEREFORE, for and in consideration of the mutual promises contained herein, the parties agree as follows:

- 1. Definitions.** "Confidential Information" shall mean any of the following: (1) "offeror bid or proposal information" and "source selection information" as those terms are defined in 41 U.S.C. § 2101; (2) the trade secrets or proprietary information of other companies; (3) other information, whether owned or developed by the Government, that has not been previously made available to the public, such as the requirements, funding or budgeting data of the Government; and *for contracts/orders providing acquisition assistance*, this term specifically includes (4) past performance information, actual/proposed costs, overhead rates, profit, award fee determinations, offeror employee data of offerors/offers, methods or procedures used to evaluate performance, assessments, ratings or deliberations developed in an evaluation process, the substance of any discussions or deliberations in an evaluation process, and any recommendations or decisions of the Government unless and until such decisions are publicly announced. This term is limited to unclassified information.
- 2. Limitations on Disclosure.** **Offeror Company Name** agrees (and the **Offeror Company Name** Task Order personnel must agree by separate written agreement with **Offeror Company Name** not to distribute, disclose or disseminate Confidential Information to anyone beyond the personnel identified in the regularly updated ADDENDUM, unless authorized in advance by the GSA Contracting Officer in writing. The Contracting Officer and the U.S review the Addendum to ensure it includes only those individuals to be allowed access to the information. The Addendum, which may be updated from time to time, is approved when signed by the GSA Contracting Officer and the U.S. Army HRC POC.
- 3. Agreements with Employees and Subcontractors.** **Offeror Company Name** will require its employees and any subcontractors or subcontractor employees performing services for this Task Order to sign non-disclosure agreements obligating each employee/subofferor employee to comply with the terms of this agreement. **Offeror Company Name** shall maintain copies of each agreement on file and furnish them to the Government upon request.

4. **Statutory Restrictions Relating to Procurement Information.** **Offeror Company Name** acknowledges that certain Confidential Information may be subject to restrictions in Section 27 of the Office of Federal Procurement Policy Act (41 U.S.C. § 2104), as amended, and disclosures may result in criminal, civil, and/or administrative penalties. In addition, **Offeror Company Name** acknowledges that 18 U.S.C. § 1905, a criminal statute, bars an employee of a private sector organization from divulging certain confidential business information unless authorized by law.
5. **Limitations on Use of Confidential Information.** **Offeror Company Name** may obtain Confidential Information through performance of the Task Order orally or in writing. These disclosures or this access to information is being made upon the basis of the confidential relationship between the parties and, unless specifically authorized in accordance with this agreement, **Offeror Company Name** will:
 - a) Use such Confidential Information for the sole purpose of performing the , COUNTER IMPROVISED EXPLOSIVE DEVICE (CIED) ANALYSIS ROTATIONAL SUPPORT requirements detailed in the Task Order and for no other purpose;
 - b) Not make any copies of Confidential Information, in whole or in part;
 - c) Promptly notify GSA in writing of any unauthorized misappropriation, disclosure, or use by any person of the Confidential Information which may come to its attention and take all steps reasonably necessary to limit, stop or otherwise remedy such misappropriation, disclosure, or use caused or permitted by a **Offeror Company Name** employee.
6. **Duties Respecting Third Parties** **Offeror Company Name** will have access to the proprietary information of other companies in performing Task Order support services for the Government, **Offeror Company Name** shall enter into agreements with the other companies to protect their information from unauthorized use or disclosure for as long as it remains proprietary and refrain from using the information for any purpose other than that for which it was furnished. **Offeror Company Name** agrees to maintain copies of these third party agreements and furnish them to the Government upon request in accordance with 48 C.F.R. § 9.505-4(b).
7. **Notice Concerning Organizational Conflicts of Interest.** **Offeror Company Name** agrees that distribution, disclosure or dissemination of Confidential Information (whether authorized or unauthorized) within its corporate organization or affiliates, may lead to disqualification from participation in future Government procurements under the organizational conflict of interest rules of 48 C.F.R. § 9.5.
8. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes any prior or contemporaneous oral or written representations with regard to

protection of Confidential Information in performance of the subject Task Order. This Agreement may not be modified except in writing signed by both parties.

9. Governing Law. The laws of the United States shall govern this agreement.

10. Severability. If any provision of this Agreement is invalid or unenforceable under the applicable law, the remaining provisions shall remain in effect.

In accordance with Public Law No. 108-447, Consolidated Act, 2005, the following is applicable:

These restrictions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by Executive Order No. 12958; Section 7211 of title 5, United States Code (governing disclosures to Congress); Section 1034 of title 10, United States Code, as amended by the Military Whistleblower Protection Act (governing disclosure to Congress by members of the military); Section 2302(b)(8) of title 5, United States Code, as amended by the Whistleblower Protection Act (governing disclosures of illegality, waste, fraud, abuse or public health or safety threats); the Intelligence Identities Protection Act of 1982 (50 U.S.C. 421 et seq.) (governing disclosures that could expose confidential Government agents); and the statutes which protect against disclosure that may compromise the national security, including Sections 641, 793, 794, 798, and 952 of title 18, United States Code, and Section 4(b) of the Subversive Activities Act of 1950 (50 U.S.C. 783(b)). The definitions, requirements, obligations, rights, sanctions, and liabilities created by said Executive order and listed statutes are incorporated into this agreement and are controlling.

11. Beneficiaries. If information owned by an individual or entity not a party to this agreement is disclosed or misappropriated by **Offeror Company Name** in breach of this agreement, such information owner is a third party beneficiary of this agreement. However, nothing herein shall create an independent right of action against the U.S. Government by any third party.

IN WITNESS WHEREOF, GSA and **Offeror Company Name** have caused the Agreement to be executed as of the day and year first written above.

UNITED STATES GENERAL SERVICES ADMINISTRATION

Attachment H

Name

Date

Contracting Officer

Offeror Company Name

Name*

Date

Title

*Person must have the authority to bind the company.

Attachment I



Attachment I - FAR
51 information.docx

Attachment J

Performance				Acceptance /Inspection				Incentive
High Level Objective	TASK	Standard	AQL	What will be Inspected and Data Source	How will it be Assessed/Inspected	Who is responsible	Metric/ Calculation	
Task Management	Task 1- Program Management	Completeness	Addresses all TO Requirements, Management Controls, and Risks	All Deliverables	Document review	COR, TPOC, APM	N/A	Positive Past Performance Evaluation
Training Execution	Task 2: CIED TRAINING INSTRUCTION	Timeliness; Correctness; Completeness;	Provides knowledgeable SME's and instructors; timely execution of training course while following SOPs; efficient management of training aides and course materials; Students shall be able to demonstrate and articulate full comprehension of each course learning objective.	All Deliverables and support products	Document review; Team Feedback; Individual Student Feedback; Commander and/or unit leader feedback	TPOC	Delivery of training aid prototypes within 72 hours. Performance exceeded the standard for 6 consecutive months,	Positive Past Performance Evaluation

Attachment J

	Task 3: SUBTASK 1: Provide Curriculum Development and Maintenance	Correctness; Completeness; Relevance;	Provides accurate and relevant support aligned with current training needs.	All Deliverables and support products	Document review	TPOC	Deliver new or updated curricula in response to newly identified enemy or friendly TTPs within 72 hours. Performance exceeded the standard for 6 consecutive months,	Positive Past Performance Evaluation
	TASK 3: SUBTASK 2: Provide Doctrine, Training and Education, and Capabilities Development	Correctness; Completeness; Relevance;	Provides knowledgeable SME's and relevant accurate advisory feedback to address support need; Consistent demonstration of relevant expertise	All Deliverables and support products	Document review; Team Feedback;	TPOC	Performance exceeded the standard for 6 consecutive months,	Positive Past Performance Evaluation; reduce government oversight or contractor reporting as appropriate.
Operations and Program level Support	Task 3: SUBTASK 3: Provide Technical Support	Accuracy; Correctness; Completeness; Relevance; Timeliness;	Consistent demonstration of relevant expertise; High value information published within 72 hours of significant event	All Deliverables and support products;	Document Review; Random sampling of system data;	TPOC	Published information updates met on time 95%; Performance exceeded the standard for 6 consecutive	Positive Past Performance Evaluation; reduce government oversight or data sampling as appropriate.

Attachment J

							months,	
	Task 3: SUBTASK 4: Provide Management of Training aides and equipment	Accuracy; Completeness;	Property management system remains current an dup to date; MCES property is properly controlled and managed.	Property management System	Document Review; Random sampling of system data;	TPOC	Published information updates met on time 95%; Performance exceeded the standard for 6 consecutive months,	Positive Past Performance Evaluation; reduce government oversight or data sampling as appropriate.
	Task 3: SUBTASKS 5: Conduct Training Quality Control	Accuracy; Timeliness; Correctness; Completeness;	Provides accurate and relevant support aligned with current training needs. Meaningful evaluation information is fed back into curriculum development and maintenance efforts.	All Deliverables and support products;	Document Review; Random sampling review.	TPOC, COR	Performance exceeded the standard for 6 consecutive months,	Positive Past Performance Evaluation; reduce government oversight or contractor reporting as appropriate.

Select Acronyms/Abbreviations

AIRs	After Instruction Reports
AtN	Attack the Network
CASEVAC	Casualty Evacuation
CREW	Counter Radio Controlled IED Electronic Warfare
CVRJ	CREW Vehicle Receiver/Jammer
DtD	Defeat the Device
EOH	Explosive Obstacles and Hazards
EW	Electronic Warfare
FEX	Field Exercise
FragO	Fragmentary Order
IED	Improvised Explosive Device
JCIDS	Joint Capabilities Integration Development System
MCCS	Marine Corps Common Skill
MWTC	Mountain Warfare Training Center, Pickle Meadows, CA
NCO	Non Commissioned Officer (E4-E5)
RCIED	Radio Controlled IED
SNCO	Staff Non Commissioned Officer (E6-E9)
SOP	Standard Operating Procedures
SVBIED	Suicide Vehicle Borne IED
TRSs	Training Report Submissions
VBIED	Vehicle Borne IED
UXO	Unexploded Ordnance
SALTA	enemy Situation, enemy Activity, Location, Time, friendly Action
Thor III	Man-portable, counter-radio-controlled IED jammer
TTECG	Tactical Training Exercise Control Group (at 29 Palms CA)
TTP	Tactics, Techniques, and Procedure

Task Order# GSQ0014AJ0068

BPA# GS00Q14AJA0001

PROBLEM NOTIFICATION REPORT

TASK ORDER NUMBER:

DATE:

1. Nature and sources of problem:
2. COR was verbally notified on: (date) _____
3. Is action required by the Government? Yes_____ No_____
4. If YES, describe Government action required and date required:
5. Will problem impact delivery schedule? Yes_____ No_____
6. If YES, identify what deliverables will be affected and extent of delay:
7. Can required delivery be brought back on schedule? Yes_____ No_____
8. Describe corrective action needed to resolve problems:
9. When will corrective action be completed?
10. Are increased costs anticipated? Yes_____ No_____
11. Identify amount of increased costs anticipated, their nature, and define Government responsibility for problems and costs: